

# SAFARI Montage Administrator Guide



[SAFARI Montage](#)

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# Accessing Your SAFARI Montage Server

The instructions below describe how to access your SAFARI Montage server for the first time. These instructions assume that you have connected your SAFARI Montage server to your network and it is powered on.

## Finding SAFARI Montage on Your Network

SAFARI Montage is factory-configured to use the Dynamic Host Configuration Protocol (DHCP). On power-up, SAFARI Montage will attempt to retrieve network configuration parameters from a DHCP host (if available) on your network. These configuration parameters include IP address, gateway address, subnet/netmask address, and DNS addresses. The instructions below assume that you have left SAFARI Montage in its default factory configuration and you have not modified any network settings or disabled DHCP. If your network is not configured to use DHCP, please see „[Configuring SAFARI Montage to Use a Static IP](#)“ in the „[SAFARI Montage Console](#)“ documentation.

Any of three methods can be used to find and access SAFARI Montage on your network.

1. **Default Hostname-** Enter the SAFARI Montage default hostname into a web browser. SAFARI Montage is factory-configured to use a default hostname of:

```
SVN<SerialNo>.local
```

Replace <SerialNo> with the six-digit serial number of your SAFARI Montage server. Your serial number can be found on the back cover of your printed Setup Guide, on the back of the SAFARI Montage rack unit, or inside the case door of the SAFARI Montage tower. For example, if your serial number were 000123, you would enter the following address into your web browser:

```
http://SVN000123.local
```

2. **IP Address** - Enter SAFARI Montage's IP address into a web browser. To find out what IP address is assigned to SAFARI Montage, you may ping the default hostname. To ping the default hostname, enter the following command into a command prompt:

```
ping svn000123.local
```

Replace the six-digit serial number with the one from your SAFARI Montage unit. The ping command will display the IP address of SAFARI Montage. You may enter the IP directly into the address bar of your web browser, for example:

```
http://192.168.1.78
```

If DHCP fails or a static IP has not been assigned, SAFARI Montage assigns itself an IP of 192.168.1.251.

3. [Apple Bonjour](#) - Apple Bonjour is a Zeroconf (Zero Configuration Networking) tool that allows you to easily discover other Bonjour-enabled devices on your network. SAFARI Montage is a Bonjour-enabled device. The Bonjour client is already built into the Safari browser on the Mac OS. For Windows operating systems, there is a small add-in for Internet Explorer available via free download. Click the link above for more information.

## **Changing the SAFARI Montage Hostname**

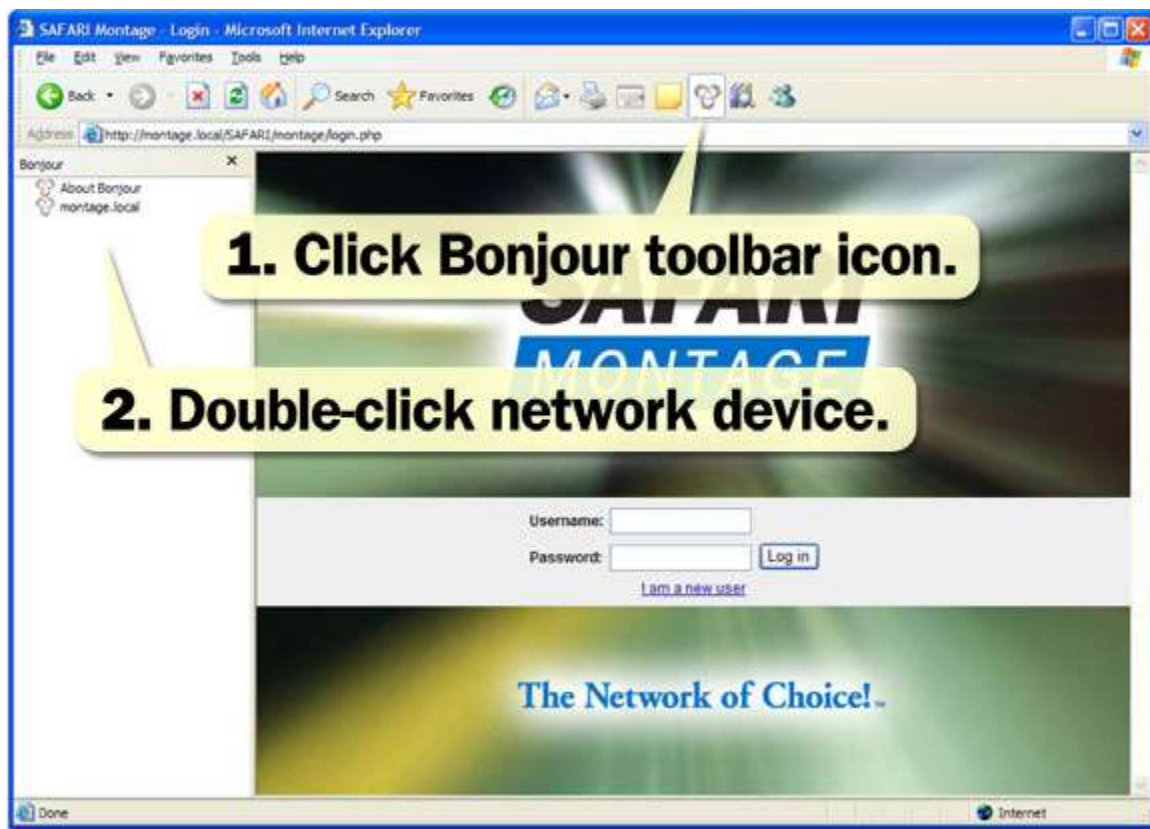
You may change the hostname to be anything you like. After you have successfully accessed SAFARI Montage in a browser, you may go to the “Admin > Setup > Hostname” section and enter a new one. From that point on, SAFARI Montage will be accessible by typing the new hostname into a browser. You may also choose to point a fully qualified domain name (FQDN) to SAFARI Montage. In this case, the SAFARI Montage hostname does not need to be changed to match the domain you point to the server. Hostname is merely the physical name of the SAFARI Montage box on your network.

# Apple Bonjour

If you are having trouble finding or “seeing” the SAFARI Montage server on your network, a technology called “Bonjour” from Apple can be used to easily discover the server.

If you are a Mac OS X user, Bonjour is already built into the Safari browser. Simply select the Bonjour bookmark in Safari, then select the SAFARI Montage server that is listed.

For Windows users, Bonjour is available as a free plug-in for Internet Explorer. You may [download Bonjour here](#). Upon installation a Bonjour icon will appear in your browser toolbar. Click the Bonjour icon and double-click the SAFARI Montage server shown in the left-hand panel (see image below).



# SAFARI Montage Console

SAFARI Montage is equipped with a text-based console application. The SAFARI Montage Console allows you to configure core server settings when SAFARI Montage is unavailable in a browser. The SAFARI Montage Console will appear when a keyboard and mouse are connected directly to the SAFARI Montage server. One particular use for the console is to configure SAFARI Montage to use a static IP.

## SAFARI Montage Console

```
SAFARI Montage

Hostname.....: drake.wyn.lvc.com
IP Address.....: 172.20.50.173
Serial Number...: 000570
Version.....: 004.000.009 (090413101838)
Core Components.: Functioning
-----
1 : Network Settings...
2 : UPS Monitor...
3 : Advanced...

5 : Update SAFARI Software...
6 : Eject Removable Media
-----
Enter your selection and press Enter: █
```

## Configuring SAFARI Montage to Use a Static IP

SAFARI Montage is factory-configured to acquire an IP address, and other network parameters, dynamically from your DHCP host. Some network administrators may not use DHCP, and may want to configure SAFARI Montage to use a static IP. The following instructions will demonstrate how to disable DHCP and configure SAFARI Montage to use a static IP using the SAFARI Montage Console. These functions may also be performed from the SAFARI Montage browser interface, under „Admin > Settings > Network.“

Make sure that the static IP you are about to assign to SAFARI Montage is available on your network. Configuring a duplicate IP address on a network can lead to problems. In most cases, the static IP that you assign must be different from any that SAFARI Montage acquired using DHCP. Network administrators will usually dedicate a particular IP address range for DHCP use and a different range for static addresses.

Select **menu item #1**, „Network Settings...“, from the console’s main menu. The menu shown below will display.

```
SAFARI Montage.: Network Settings

Hostname.....: SVN001000.local
IP Address.....: 172.20.50.143
Serial Number...: 001000
Version.....: 003.001.000 (080221075606)
Core Components.: DB-OFF
-----
 1 : Firewall...
 2 : IP Address (Static)
 3 : IP Address (DHCP)
 4 : SMTP Server
 5 : Web Proxy

 0 : Return
-----
Enter your selection and press Enter: 1
```

Select **menu item #2**, „IP Address (Static).“ The screen shown below will display.

```
<< current settings >>
-----
interface :      em0
configured:      manually
ip address:      172.20.50.143
netmask:         255.255.255.0
gateway:         172.20.50.1
-----
machine hostname: SVN001000.local
machine nodename:  SVN001000
machine domain:   local
-----
dns fqdn:        (none)
dns nodename:     (none)
dns domain:       (none)
-----
nameserver 1:     172.20.1.55
nameserver 2:     (none)
-----

<< new settings >>
<< current values are in parentheses >>

new ip address or leave blank for current (172.20.50.143):
```

Enter each network configuration parameter that you are prompted for. After each parameter has been entered, SAFARI Montage will display a summary screen so you can confirm the changes. Press Enter to return to the Network Settings menu.

## Configuring SAFARI Montage to Use a Dynamic IP (DHCP)

From the Network Configuration menu, choose **menu item #3**, „IP Address (DHCP).“ Press Enter to continue. SAFARI Montage will acquire the necessary network configuration parameters from the DHCP host on your network.

## Other Console Settings

The remainder of the console settings should be self-explanatory for a Systems Administrator.

# System Settings

System settings provide the system administrator with the ability to change settings globally. The system settings control which state standards are searched, grade limits, the preferred video player and whiteboard integration.

1. Click „Admin“ on the SAFARI Montage header.
  2. Click „Settings“ from the secondary navigation menu.
  3. Click „System“ from the Settings submenu.
  4. Enter relevant information and save your changes by clicking „Update.“
- Full descriptions of each setting are found below the screenshot.






### System Settings

Version Number:	4.2.1
Server Name:	<input type="text" value="MySchool"/>
System Notifications Email:	<input type="text" value="admin@libraryvideo.com"/>
Admin Password:	<input type="password" value="••••••••"/>
State:	<input type="text" value="Pennsylvania"/> Standards: <input checked="" type="checkbox"/>
Enable SAFARI Montage Live! Integration:	<input type="checkbox"/>
Enable Web Links:	<input checked="" type="checkbox"/>
Maximum Items per Search Page:	<input type="text" value="25"/>
Restrict Grade Range:	<input type="checkbox"/> (This will affect all users' preferences.)
Default Grade Range:	<input type="text" value="Pre-K"/> to <input type="text" value="Adult"/>
Stills Display Running Time (seconds):	<input type="text" value="5"/> (Minimum: 5 seconds. Maximum: 3600 seconds.)
Media Player:	<input type="text" value="User's choice"/> (Mac users will always see QuickTime videos.)
CreationStation Content Downloadable By:	<a href="#">Change Download Permissions</a>
Packaged Content Downloadable By:	<a href="#">Change Download Permissions</a>
<input checked="" type="checkbox"/> Send email notifications when user accounts are modified.	User receives an email when his/her user account is changed.
<input checked="" type="checkbox"/> Permanent Links	Allows users to generate and save permanent links to media. Links may be used in most applications outside of SAFARI Montage. This feature appears on main playback page.
<input type="checkbox"/> Allow user-created accounts.	Allows users to create their own user accounts at login. User-created accounts are placed in the Students group which has the least permissions in the system.

### Interactive Whiteboard Settings

Enable Whiteboard Integration:	<input checked="" type="checkbox"/>
Default Whiteboard:	<input type="text" value="Promethean"/>
Upload and Share Whiteboard:	<input type="text" value="Only teachers (w/ upload)"/>
Whiteboard file size limitation:	<input type="text" value="10240"/> <input type="text" value="KB"/>

## System Setting Descriptions

- **Version Number** - The version number of your SAFARI Montage software.
- **Server Name** - The server name (hostname) of your SAFARI Montage system.
- **System Notifications Email** - The email address that will receive system-level email notifications from SAFARI Montage. For example, this email account is notified when a user changes their password or other user account data.
- **Admin Password** - The password of the master administrator. To log in as the master administrator, use a username of “admin” or “administrator” along with this password. This user has access to all SAFARI Montage functions including all administrative functions. This user’s administrative privileges can never be revoked. Use discretion when distributing this password to anyone.
- **State** - Your home state. This causes the Curriculum Standards search to search within this state by default. Users may override this setting on the Standards search page or in their individual preferences. Also, any new users will initially have this state set on their personal preferences. After you select your default state, if you see the red X icon  next to your state, then you will have to load the standards for that particular state. To load the standards, click the „load” link.
- **Enable SAFARI Montage Live! Integration** - Allows for the linking to recorded SAFARI Montage Live! sessions. When enabled, links will be available via the Dashboard under the SAFARI Montage Live! Archives tab.



- **Enable Web Links** - Allows for the addition of Web Links to CreationStation.
- **Maximum Items per Search Page** - The default number of search results per page. Users may override this setting in their individual preferences.
- **Restrict Default Grade Range** - Activate or deactivate the Restrict Grade Range feature. Users will not be able to override this setting when active.
- **Default Grade Range** - The default grade range that new users will see in searches. Users may override this setting in their individual preferences.
- **Stills Display Running Time (seconds)** - The running time for stills and the default running time for stills in playlists.
- **Media Player** - Select the specific player to be used by all users of the SAFARI Montage server or allow the user to decide by selecting „User’s Choice.”
- **CreationStation Content Downloadable By** - Determines which users can download and save CreationStation content marked as downloadable to their local computer.
- **Packaged Content Downloadable By** - Determines which users can download and save downloadable content to their local computer.
- **Send emails when accounts are modified** - With this feature active, users are notified of any changes to their account, including usernames and passwords. Disable this feature if you are

sensitive to passwords travelling via email or if you need to modify user accounts without the users being made aware.

- **Permanent Links** - Activate the Permanent Links feature on the playback page. This feature allows users to generate and save permanent links to media
- **Allow user-created accounts** - This feature allows anyone to create new user accounts. Activating this feature causes an “I am a new user” link to appear on the Login page. This feature allows the user to create accounts in the Student group only. If they desire a higher access level, they must contact their SAFARI Montage administrator. This feature is only available to standalone servers.

## Interactive Whiteboard Settings Descriptions

- **Enable Whiteboard Integration** - Allows for the playback and uploading of Flipcharts and Notebooks into CreationStation.
- **Default Whiteboard** - Select your default Whiteboard type. SMART allows for the uploading and playback of Notebook files. Promethean allows for the uploading and playback of Flipchart files.
- **Upload and Share Whiteboard** - allows the administrator to extend uploading capabilities to teachers. By selecting „All teachers, including teachers (w/upload)“, the administrator can grant all users with the user type of teacher, to upload and share whiteboard files. As a default, only users with the user type of teacher (w/upload) will be able to upload and share whiteboard files. This option will only be viewable if you have the CreationStation module installed.
- **Whiteboard file size limitation** - Set the maximum file size limit for uploaded whiteboard files. This option will only be viewable if you have the CreationStation module installed.

**Note:** Administrators logged into a WAN parent server will see a system settings page containing fewer settings than outlined above. This is because many of the system settings are shifted to the schools page in a WAN environment. For info about schools and the management of schools, see the Help page, „School Management“ in the WAN Manager Guide.

# LDAP Settings

## SAFARI Montage Users vs. LDAP Users

SAFARI Montage may be configured to use either of two user-bases for login accounts—local SAFARI Montage users, or users from a directory server such as Microsoft Active Directory, Apple Open Directory, Novell eDirectory, or OpenLDAP. When configuring SAFARI Montage to use local users, each user must be created and managed manually in the SAFARI Montage system. This may become time-consuming if your organization is large. A better option is to connect SAFARI Montage to your organization's directory server using LDAP (Lightweight Directory Access Protocol). Once SAFARI Montage is connected to an LDAP-compliant server, security groups from your organization's directory server may be mapped directly to SAFARI Montage groups. This allows you to grant access to a large number of your network users in a single operation, and spares you the labor of having to manage two sets of user accounts: domain accounts and SAFARI Montage accounts.

## Enabling LDAP

Under the „Settings“ sub-navigation item, click the „LDAP“ button. To enable LDAP on your SAFARI Montage system, click the „Enable LDAP“ link at the top of the page.

## Disabling LDAP

When LDAP is active, the „Enable LDAP“ link will become „Disable LDAP.“ Click this link to disable the LDAP connection and return to using SAFARI Montage accounts.

## LDAP Settings

Once LDAP is active, the form shown below will display. Enter the appropriate information for your directory server and click the „Save“ button. Beneath the example below, you will find more detailed information about each field on this form.

LDAP Connection Settings

Description

Host

☐ SSL

Example: 192.168.0.1 or ldap.example.com

SSL: The server name must be the exact name that corresponds to the SSL certificate

Base DN

Fetch

Example DNS (Domain Name Server): dc=school,dc=k12,dc=ca,dc=us

Example DNS (Domain Name Server): school.k12.ca.us

Example eDirectory: o=Organization

LDAP Connection Style

☒ Active Directory (Windows 2000/2003)
☐ Open Directory (Mac OS X)
☐ eDirectory (Novell) ☐ SSO (Single Sign-On, Auto-logon based on the LDAP server)
☐ OpenLDAP (You can use the "User DN" as the username)

Login

Username

Password

## Description

Descriptive name for your LDAP server.

## Host

The Host may be either the resolvable name of your LDAP server or its IP address. If you use the host name rather than IP, the SAFARI Montage system must be able to resolve the name. SAFARI Montage will look up the name in the DNS server(s) that you configured upon install. In most cases, you will need to fully qualify the hostname by appending its complete domain name, for example, **ldap.myschool.edu** rather than **ldap**. You may use SAFARI Montage's „Ping“ feature, found under the „Tools“ sub-menu, to see if SAFARI Montage is able to resolve the hostname.

## SSL

Activate the SSL checkbox if your LDAP server requires Secure Sockets Layer connections.

## Base DN

Enter your LDAP server's Base Distinguished Name (DN) in this field. Examples of valid Base DN's are shown below. Note that most Novell eDirectory setups only require an organization (as shown).

## Base DN Examples

- **Microsoft Active Directory** - dc=domain, dc=com
- **Apple Open Directory** - dc=domain, dc=com
- **Novell eDirectory** - o=myorganization

- **OpenLDAP** - dc=domain, dc=com

#### Fetch

The Fetch button will attempt to retrieve the Base DN from your LDAP server. This method may not always retrieve the correct Base DN, depending upon your LDAP implementation.

## LDAP Connection Style

Choose the LDAP technology that exists on your network.

## Login

Enter the username and password for the user that has read access to the LDAP tree specified. Clicking „Save“ will attempt to connect to your LDAP server and, if successful, will save your LDAP settings.

After SAFARI Montage connects successfully to your LDAP server, click „LDAP Groups“ in the left navigation menu to map your LDAP groups to the SAFARI Montage user types.

# LDAP Groups

The LDAP Groups page allows you to map groups from your LDAP server to the user types within SAFARI Montage.

## To Map an LDAP Group to a SAFARI Montage User Type

1. Select an LDAP Server from the 'LDAP Server' dropdown box.
2. Select the SAFARI Montage user type from the 'Show LDAP Assignments for the ... User Type' selection box that you would like to map LDAP groups to.
3. Select an LDAP group, or groups, from the listbox and hit 'Add.' to map the LDAP group to the SAFARI Montage user type. Your selections will display in the 'Assigned LDAP Groups' listbox.

## To Remove the Mapping of an LDAP Group to a SAFARI Montage User Type

1. Select an LDAP Server from the 'LDAP Server' dropdown box.
2. Select the SAFARI Montage user type you want to modify from the 'Show LDAP Assignments for the ... User Type' selection box.
3. Select the LDAP group from the 'Assigned LDAP Groups' listbox that you want to unmap from the SAFARI Montage user type.
4. Click on the 'Remove' button.

## SAFARI Montage User Types

Detailed descriptions of each SAFARI Montage user type are below. The user types below are listed in order of most permissions (Administrator) to least (Parent).

### Administrator

Users within the Administrator user type have access to all SAFARI Montage functions, including full access to the private 'Admin' area. Administrators are also able to view and manipulate all of the content in the system, including expired content.

### Principal

Non-administrative user type which can only view reports within the scope of their school, school group or district.

- **Search**

1. Have the same Advanced Search filters as the Administrator, except for the Location panel.

- **Admin**

1. Reporting
2. Curriculum Developer
3. Managed Home Access
4. Pathways SM – only All-Call is available

- **CreationStation**

1. Can upload media files and create web links.
2. Cannot edit CreationStation titles uploaded by other users.
3. Cannot edit CreationStation titles uploaded by all users from other schools.

#### School Administrator

Administrative user type which only has admin capabilities relevant to only their school or school group.

- **Search**

1. Have the same Advanced Search filters as the Administrator, except for the Location panel.

- **Admin**

1. Content & Modules
  - a. Content Update Settings only
2. Reporting
3. Settings
  - a. Users – Can create, modify and delete school users.
  - b. Can assign LDAP groups to school but cannot add LDAP servers.
4. Tools
5. Curriculum Developer



**6. EdCast**

- a. Transfer Queue only**

**7. Managed Home Access**

**8. Pathways SM**

- a. School Call and Room Group Call only**

**9. Selective Video Streaming**

- a. Can create streams for school only**

**10. WAN Manager**

- a. Approve content and playlists**
- b. Edit school**

**■ CreationStation**

- 1. Can upload media files and create web links.**
- 2. Cannot edit CreationStation titles uploaded by other users.**
- 3. Cannot edit CreationStation titles uploaded by all users from other schools.**

**Curriculum Administrator**

Limited administrative user type which has the capabilities to approve playlists and content for district distribution, edit metadata, manage district playlist folders, schedule Pathways SM devices, add SVS streams and reporting on a school or district level.

**■ Search**

- 1. Have the same Advanced Search filters as the Administrator.**

**■ Admin**

- 1. Reporting**
- 2. Curriculum Developer**
- 3. CreationStation**
- 4. EdCast**
  - a. Transfer Queue only**
- 5. Managed Home Access**

6. Multi-Format Auto Converter

7. Selective Video Streaming

8. WAN Manager

a. Approve content and playlists

b. Edit school

■ **CreationStation**

1. Can upload media files and create web links.

2. Can edit CreationStation titles uploaded by all users from the same school.

3. Can edit CreationStation titles uploaded by all users from other schools.

■ **Digital Curriculum Presenter**

1. Can create courses.

2. Can create, edit, delete and copy lessons.

Teacher (w/Upload)

Has the same permissions as Teacher and can upload content to SAFARI Montage via CreationStation.

Teacher

Can conduct searches, create playlists from any content on SAFARI Montage, playback playlists, upload teacher resources and interactive whiteboard files via CreationStation.

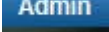
Student

Can conduct searches, playback content, create playlists and playback playlists.


Parent

Can view playlists.

# Creating a Single New User

1. Click 'Admin' on the SAFARI Montage header. 
2. Click 'Users' from the secondary navigation menu. ('Users' is within the Settings submenu.)
3. Click the 'add user' link at the top of the User Summary page. If you are an administrator logged into a WAN parent server, select the school you want to create users within before clicking the 'add user' link.

[add user](#) | [add multiple](#)



Results 1 to 6 of 6

Active	Online	User	Delete
<input checked="" type="checkbox"/>		<a href="#">+ Ackerley, Raelene</a>	<input checked="" type="checkbox"/>
----	<input checked="" type="checkbox"/>	<a href="#">+ Admin, The</a>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		<a href="#">+ Albright, Persephone</a>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		<a href="#">+ Alington, Ashlyn</a>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		<a href="#">+ Allman, Glen</a>	<input checked="" type="checkbox"/>
<input checked="" type="checkbox"/>		<a href="#">+ Smith, Mrs.</a>	<input checked="" type="checkbox"/>

4. Complete the form. Usernames must be between 3 and 30 letters and/or numbers. Spaces are not allowed. Passwords must be between 5 and 10 letters and/or numbers. You may also leave the field blank to generate a random password that will be emailed to the user

**Add User  
Drake School**

<b>Username:</b>	<input style="width: 95%;" type="text"/> <small>Local users override LDAP users if usernames are identical.</small>	
<b>Email Address:</b>	<input style="width: 95%;" type="text"/>	
<b>First Name:</b>	<input style="width: 95%;" type="text"/>	
<b>Last Name:</b>	<input style="width: 95%;" type="text"/>	
<b>Title:</b>	<input style="width: 95%;" type="text"/>	
<b>Password:</b>	<input style="width: 95%;" type="password"/> <small>Password must be between 5 and 10 letters and/or numbers or leave blank to generate a random password emailed to the user.</small>	
<b>Confirm Password:</b>	<input style="width: 95%;" type="password"/>	
<b>User Type:</b>	<div style="border: 1px solid #ccc; padding: 2px;"> <div style="background-color: #0056b3; color: white; padding: 2px;">Student</div> Teacher  Teacher (w Upload)  Administrator </div>	
<b>Approver:</b>	<input type="checkbox"/> Does not apply to this user group. <small>Allows user to approve published playlists and uploaded media.</small>	
<input style="border: 1px solid #0056b3; padding: 5px 15px;" type="button" value="Add User"/> <input style="border: 1px solid #0056b3; padding: 5px 15px;" type="button" value="Cancel"/>		

5. Click 'Add User'.

**NOTE:** If your system has MHA (Managed Home Access) installed, then you will be able to assign users to the 'Parent' user type.

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  - a. Content Update Settings only
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5. Curriculum Developer
6. EdCast
  - a. Transfer Queue only
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7. Selective Video Streaming
8. WAN Manager
  - a. Approve content and playlists

**b. Edit school**

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Can conduct searches, create playlists from any content on SAFARI Montage, playback playlists, upload teacher resources and interactive whiteboard files via CreationStation.

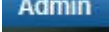
Student

Can conduct searches, playback content, create playlists and playback playlists.

Parent

Can view playlists.

# Creating Multiple New Users

1. Click 'Admin' on the SAFARI Montage header. 
2. Click 'Settings' from the secondary navigation menu.
3. Click 'Users' from the Settings submenu.
4. Click the 'add multiple' link. If you are an administrator logged into a WAN parent server that has multiple direct play schools, select the school you want to create multiple users within before clicking the 'add multiple' link.

[add user](#) | [add multiple](#)



Results 1 to 6 of 6			
Active	Online	User	Delete
		<a href="#">Ackerley, Raelene</a>	
----		Admin, The	
		<a href="#">Albright, Persephone</a>	
		<a href="#">Alington, Ashlyn</a>	
		<a href="#">Allman, Glen</a>	
		<a href="#">Smith, Mrs.</a>	

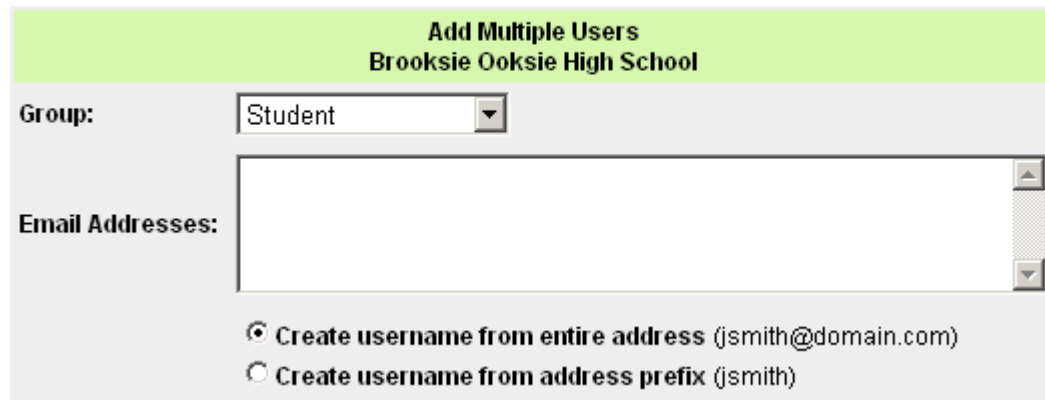
5. Select the user type to which you will be assigning the new users. Students have access to all features except for teacher materials and system administrator functions. Teachers have access to all features except for administrator functions. Administrators have access to all features of SAFARI Montage.
6. There are 2 ways of adding multiple users, manual entry or text file upload. For manual entry, enter a comma-separated list of email address into the 'Email Addresses' text-area. To upload a comma-separated TXT or CSV file of users, click the 'Browse' button and navigate to your import file.

## Manual Entry



**Example:**

firstuser@domain.com,seconduser@domain.com,thirduser@domain.com



## Text File Upload

Each line in the import file must be in the following format:

*username, firstname, lastname, password, emailaddress, title, user type*

Valid user types are Parent, Student, Teacher, Teacher (w/Upload), Curriculum Administrator, School Administrator, Principal and Administrator. Leave a user's password blank to have it auto-generated. **NOTE:** If you have Managed Home Access on your SAFARI Montage server, you will have the ability to assign users to an additional user group called 'Parent.'



7. Click 'Add Users'.

**NOTE:** If your system has MHA (Managed Home Access) installed, then you will be able to assign users to the 'Parent' user type.

## SAFARI Montage User Types

Detailed descriptions of each SAFARI Montage user type are below. The user types below are listed in order of most permissions (Administrator) to least (Parent).

### Administrator

Users within the Administrator user type have access to all SAFARI Montage functions, including full access to the private 'Admin' area. Administrators are also able to view and manipulate all of the content in the system, including expired content.

### Principal

Non-administrative user type which can only view reports within the scope of their school, school group or district.

### ■ Search

1. Have the same Advanced Search filters as the Administrator, except for the Location panel.

■ **Admin**

1. Reporting
2. Curriculum Developer
3. Managed Home Access
4. Pathways SM – only All-Call is available

■ **CreationStation**

1. Can upload media files and create web links.
2. Cannot edit CreationStation titles uploaded by other users.
3. Cannot edit CreationStation titles uploaded by all users from other schools.

School Administrator

Administrative user type which only has admin capabilities relevant to only their school or school group.

■ **Search**

1. Have the same Advanced Search filters as the Administrator, except for the Location panel.

■ **Admin**

1. Content & Modules
  - a. Content Update Settings only
2. Reporting
3. Settings
  - a. Users – Can create, modify and delete school users.
  - b. Can assign LDAP groups to school but cannot add LDAP servers.
4. Tools
5. Curriculum Developer
6. EdCast
  - a. Transfer Queue only

7. Managed Home Access
8. Pathways SM
  - a. School Call and Room Group Call only
9. Selective Video Streaming
  - a. Can create streams for school only
10. WAN Manager
  - a. Approve content and playlists
  - b. Edit school

■ **CreationStation**

1. Can upload media files and create web links.
2. Cannot edit CreationStation titles uploaded by other users.
3. Cannot edit CreationStation titles uploaded by all users from other schools.

Curriculum Administrator

Limited administrative user type which has the capabilities to approve playlists and content for district distribution, edit metadata, manage district playlist folders, schedule Pathways SM devices, add SVS streams and reporting on a school or district level.

■ **Search**

1. Have the same Advanced Search filters as the Administrator.

■ **Admin**

1. Reporting
2. Curriculum Developer
3. CreationStation
4. EdCast
  - a. Transfer Queue only
5. Managed Home Access
6. Multi-Format Auto Converter
7. Selective Video Streaming

## 8. WAN Manager

- a. Approve content and playlists
- b. Edit school

### ■ CreationStation

- 1. Can upload media files and create web links.
- 2. Can edit CreationStation titles uploaded by all users from the same school.
- 3. Can edit CreationStation titles uploaded by all users from other schools.

### ■ Digital Curriculum Presenter

- 1. Can create courses.
- 2. Can create, edit, delete and copy lessons.

#### Teacher (w/Upload)

Has the same permissions as Teacher and can upload content to SAFARI Montage via CreationStation.

#### Teacher

Can conduct searches, create playlists from any content on SAFARI Montage, playback playlists, upload teacher resources and interactive whiteboard files via CreationStation.

#### Student

Can conduct searches, playback content, create playlists and playback playlists.

#### Parent




Can view playlists.

# Editing User Accounts

1. Click „Admin“ on the SAFARI Montage header.
2. Click „Settings“ from the secondary navigation menu.
3. Click „Users“ from the Settings submenu.
4. Click on the user that you wish to edit.

Admin

[add user](#) | [add multiple](#)

Results 1 to 6 of 6					
Active	Online	User	Delete		
		 <a href="#">Ackerley, Raelene</a>			
----		 Admin, The			
		 <a href="#">Albright, Persephone</a>			
		 <a href="#">Alington, Ashlyn</a>			
		 <a href="#">Allman, Glen</a>			
		 <a href="#">Smith, Mrs.</a>			

5. Make necessary changes to the account, including username, email address, type of account and password.

Edit User  
Drake School

Username:

Username must be between 3 and 30 letters and numbers (no spaces).

Email Address:

First Name:

Last Name:

Title:

Password:

[clear](#)

Password must be between 5 and 10 letters and/or numbers  
or leave blank to generate a random password emailed to the user.

Confirm Password:

User Type:

Student  
Teacher  
Teacher (w Upload)  
Administrator

6. Click „Update.“

**NOTE:** If your system has MHA (Managed Home Access) installed, then you will be able to assign users to the „Parent“ user type.

# Deleting User Accounts

1. Click „Admin“ on the SAFARI Montage header.
2. Click „Settings“ from the secondary navigation menu.
3. Click „Users“ from the Settings submenu.
4. Select user to be deleted.
5. Click „delete“ at the end of the user management line.

Admin

Results 1 to 50 of 251			1   2   3   4   5	
Active	Online	User		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">+ Baumgartner, Bridgette</a>	<a href="#">delete</a>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">+ Baumgartner, Kerenza</a>	<a href="#">delete</a>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<a href="#">+ Berkheimer, Gerald</a>	<a href="#">delete</a>	

6. Select „Delete“ to permanently remove the user and all related playlists.

## ARE YOU SURE?

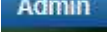
User **RaeleneAckerley** and his or her playlists will be permanently deleted.

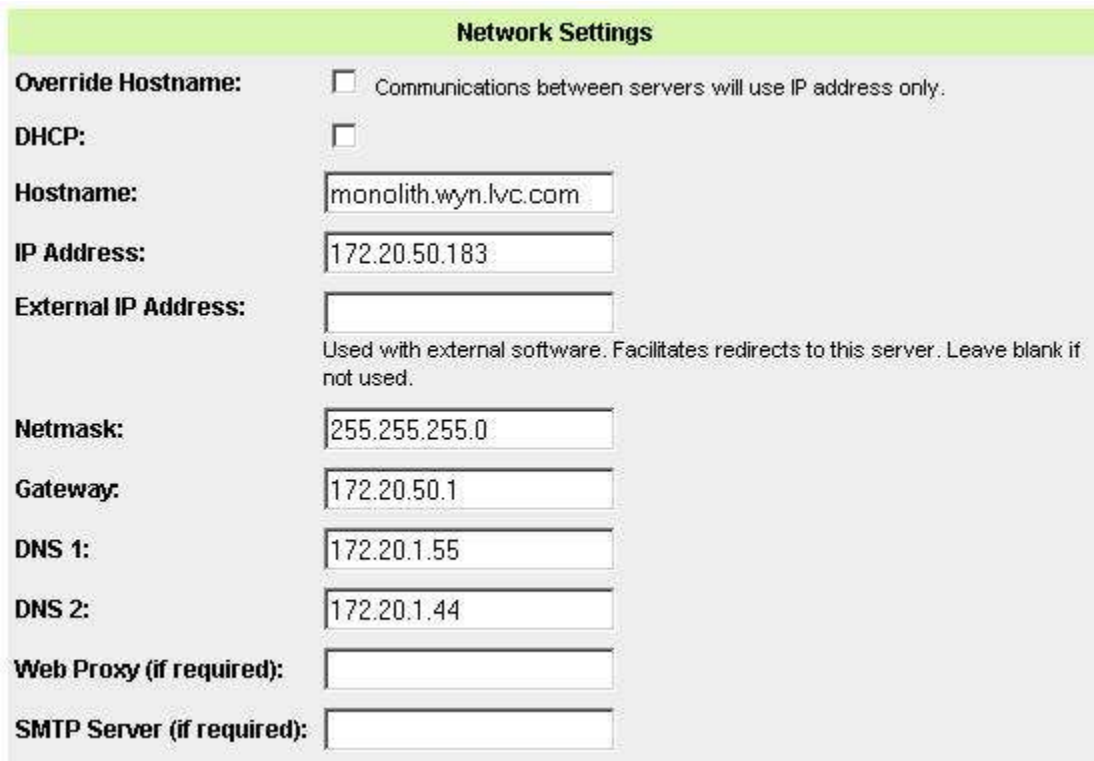
Do you wish to remove this user?

Delete

Cancel

# Network Settings

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Settings“ from the secondary navigation menu.
3. Click „Network“ from the Settings submenu.
4. Change or set various network settings. **Changing the settings on this page will require a restart of SAFARI Montage. During the restart, SAFARI Montage will not be accessible for up to 10 minutes.**



The image shows a screenshot of the 'Network Settings' page. It has a light green header with the title 'Network Settings'. Below the header, there are several settings with labels on the left and input fields on the right. The settings are: 'Override Hostname:' with a checkbox and a note 'Communications between servers will use IP address only.'; 'DHCP:' with a checkbox; 'Hostname:' with a text input field containing 'monolith.wyn.lvc.com'; 'IP Address:' with a text input field containing '172.20.50.183'; 'External IP Address:' with a text input field and a note 'Used with external software. Facilitates redirects to this server. Leave blank if not used.'; 'Netmask:' with a text input field containing '255.255.255.0'; 'Gateway:' with a text input field containing '172.20.50.1'; 'DNS 1:' with a text input field containing '172.20.1.55'; 'DNS 2:' with a text input field containing '172.20.1.44'; 'Web Proxy (if required):' with a text input field; and 'SMTP Server (if required):' with a text input field.

Network Settings	
Override Hostname:	<input type="checkbox"/> Communications between servers will use IP address only.
DHCP:	<input type="checkbox"/>
Hostname:	<input type="text" value="monolith.wyn.lvc.com"/>
IP Address:	<input type="text" value="172.20.50.183"/>
External IP Address:	<input type="text"/> <small>Used with external software. Facilitates redirects to this server. Leave blank if not used.</small>
Netmask:	<input type="text" value="255.255.255.0"/>
Gateway:	<input type="text" value="172.20.50.1"/>
DNS 1:	<input type="text" value="172.20.1.55"/>
DNS 2:	<input type="text" value="172.20.1.44"/>
Web Proxy (if required):	<input type="text"/>
SMTP Server (if required):	<input type="text"/>

5. Click „Set.“

## Hostname Help

The Hostname is the unique name by which your SAFARI Montage server is known on your network. On most networks, hostname is usually a single word, for example, **montage1**. With certain other network configurations your hostname may need to be fully qualified using its entire domain name. For example, if the hostname of this server is **montage1** and the domain on which it resides is called **myschool.edu**, the hostname above would be **montage1.myschool.edu**.



# Software Update

To update the software or the content on your SAFARI Montage server, you must log on to the server's SAFARI Montage console. For more information about the SAFARI Montage console, see the Help page „[SAFARI Montage Console](#).“

1. Insert the SAFARI Montage update CD, DVD or USB thumb drive.
2. From the SAFARI Montage console, select menu item #5 „Update SAFARI Software...”

```
SAFARI Montage

Hostname.....: drake.wyn.lvc.com
IP Address.....: 172.20.50.173
Serial Number...: 000570
Version.....: 004.000.009 (090413101838)
Core Components.: Functioning
-----
 1 : Network Settings...
 2 : UPS Monitor...
 3 : Advanced...

 5 : Update SAFARI Software...
 6 : Eject Removable Media
-----
Enter your selection and press Enter: █
```

3. Select #1 „Update SAFARI Software from CD or DVD“ if you inserted a CD or DVD. Select #2 „Update SAFARI Software from USB Drive“ if you inserted a USB thumb drive.

```
SAFARI Montage..: Network Settings

Hostname.....: drake.wyn.lvc.com
IP Address.....: 172.20.50.173
Serial Number...: 000570
Version.....: 004.000.009 (090413101838)
Core Components.: Functioning
-----
 1 : Update SAFARI Software from CD or DVD
 2 : Update SAFARI Software from USB Drive

 0 : Return
-----
Enter your selection and press Enter: █
```

The update will take several minutes to complete. If you are updating the software on your SAFARI Montage server, then your server will reboot once the update is finished. If you are only running a content update, the server will not reboot when the update is complete.

**Note:** The software update will update all point releases as well as patch releases. If your server is in a WAN parent/child environment or you have expansion servers, it is suggested that you update your WAN parent or WAN controller server first. After updating the WAN controller server, the expansion servers will be automatically updated. If your WAN environment has child servers, you can opt to have your child servers automatically update once the WAN parent is updated - see Help page „Remote School Servers“ in the WAN Manager Guide. If you do not enable this feature, then you must manually update each child server once the update has been installed on the WAN parent.

## Release Notes

Release notes for versions of SAFARI Montage can found [here](#) or by clicking the „Release Notes“ link on the „Software Update“ page.

# Adding New Content and Add-On Modules (Quick Start)

The „Activate Content & Modules“ function will attempt to automatically activate all inactive content packages that are on the hard drives on the server. The SAFARI Montage server needs to be connected to the Internet for this to take place. The server will transmit a few small pieces of data that identify your content packages and your server. An average-sized content package takes approximately 10 to 15 minutes to activate while the database is populated. This time may vary depending on your SAFARI Montage hardware and configuration.

1. Click on the „Admin“ tab on the SAFARI Montage header.
2. Click on the „Activate Content and Modules“ link from the left-hand navigation.
3. Read and acknowledge the Digital Content License Agreement.

Admin



## License Agreements

Please read the following License Agreement. You must accept the terms of these Agreement before continuing.

### Digital Content License Agreement

[Printer Friendly](#)

#### LIBRARY VIDEO COMPANY DIGITAL CONTENT LICENSE AGREEMENT

Your school or school district ("Subscriber") has purchased the SAFARI Montage video-on-demand system by Library Video Company ("LVC"). Access to and all use of the Digital Content (defined below) on the SAFARI Montage system by an Authorized Institution (defined below) and/or End User (defined below) shall be subject to the following terms and conditions (the "Agreement"):

1. **Definitions.** For purposes of this Agreement, the following definitions shall apply:

(a) "Digital Content" shall mean the programs comprising the digital content package(s) subscribed to and paid for by Subscriber for use on the SAFARI Montage system and any teacher's guides, curriculum correlations, abstracts, metadata and any other content provided with each such program at LVC's sole discretion.

☐ I acknowledge that I have read the terms and conditions of the above Digital Content License Agreement and agree to be bound by them.

Organization Name:

Name:

Title:

Email:

Next »

Cancel

4. Enter the required information and click on the „Next“ button.

If you experience any problem with this multi-package activation method, you may activate individual packages by browsing the „Content Packages“ section of „Admin“ area. If your SAFARI Montage server does not have Internet connectivity, there is also a manual activation method in the „[Content Packages and Add-On Modules](#)“ Help section.

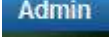

# Content Packages and Add-On Modules

This section lists all content packages and add-on modules, active and inactive, available on your SAFARI Montage server. If a content package or add-on module is not listed and you expect it to be listed, then click „Activate Content & Modules.“ This will detect and install any new content and modules found in the system. For more info, see the help page „[Adding New Content and Add-On Modules \(Quick Start\)](#).“

Fully-automatic activation is not available within this section. For information on fully-automatic activation, see the Help page „[Activating Content or Add-On Modules](#).“

## Auto-Activation

To perform auto-activation on a particular content package or add-on module, follow the steps below.

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Settings“ from the secondary navigation menu.
3. If you want to activate a content package, click „Content Packages“ from the Settings submenu. To activate an add-on module, click „Add-On Modules“ from the Settings submenu.
4. View currently installed Content Packages or Add-On Modules. Inactive packages or modules can be displayed by clicking the „Show Inactive Content Packages“ or „Show Inactive Modules“ on the respective screens. Active packages or modules will be indicated by a green checkmark (  ) in the „Active“ column. (The image below displays the screen for content packages.)

If a content package is not listed here then [activate content & modules](#). This will detect and install any new content and modules found in the system. You can [order more content packages](#) at SafariMontage.com.

[Show Inactive Content Packages](#)


Content Packages					
Name	Active	Licenses	Licenses Used	Expiration Date varies by <a href="#">school</a>	Activation
G1113B01GN Additional Schlessinger K-8 Content Pkg (MOV)	✓	99	6	May 24, 2011	<a href="#">Activation</a>
G1113B01VN Additional Schlessinger Media K-8 Content Pkg (VMV)	✓	99	6	January 12, 2011	<a href="#">Activation</a>
G1113B03GN Additional Schlessinger Media K-8 Content Pkg (2010) (MOV)	✓	99	1	March 23, 2012	<a href="#">Activation</a>
G1113B03VN Additional Schlessinger Media K-8 Content Pkg (2010) (VMV)	✓	99	1	March 12, 2011	<a href="#">Activation</a>
G1117B01VN Additional Schlessinger Media K-8 Content Pkg Upgrade (VMV)	✓	99	0	March 12, 2011	<a href="#">Activation</a>
G1117B02GN R8 (MOV)	✓	99	3	January 17, 2013	<a href="#">Activation</a>
G1121B03GN Additional Schlessinger Media 9-12 Content Pkg (2010) (MOV)	✓	99	0	March 23, 2012	<a href="#">Activation</a>
G1125B01VN Core K-12 Content Pkg (VMV)	✓	99	17	May 3, 2011	<a href="#">Activation</a>
G1129B02GN Core K-8 Content Pkg (2010) (MOV)	✓	99	2	January 17, 2013	<a href="#">Activation</a>

- Click the „Activation“ link next to the item you wish to activate.
- Click the „Activate“ button. Auto-activation requires that the SAFARI Montage server is able to access the Internet. SAFARI Montage will transmit several numbers that identify your SAFARI Montage server and the item you are activating. If your server is not able to access the Internet, follow the steps for manual activation below. The product will cycle through its activation process, showing progress in real time. If you are activating a content package, you will be returned to the Content Packages screen when it is finished. If you are activating an add-on module, you will be returned to the Add-On Modules screen when the activation is complete. Confirm that the content package or add-on module now has a green check mark in the Active column.
- If you are logged into a WAN Manager Parent Server only: After the package or module is activated, you must assign the package/module to a school or schools. See the help page „WAN Manager Media and License Management“ in the WAN Manager Guide.

## Manual Activation

Manual Activation can be used in the event that the SAFARI Montage server fails to connect to our activation servers or does not have access to the Internet.

To perform manual activation on a particular content package or module, follow the steps below.

- Click „Admin“ on the SAFARI Montage header. 
- Click „Settings“ from the secondary navigation menu.

3. If you want to activate a content package, click „Content Packages“ from the Settings submenu. To activate an add-on module, click „Add-On Modules“ from the Settings submenu.
4. Click the „Activation“ link next to the package/module you wish to activate.
5. Click the „Manual“ button. The manual activation screen will display. (The image below is an example of the manual activation screen for a content package.)



**Activate Content Package**

Unit ID: 31084

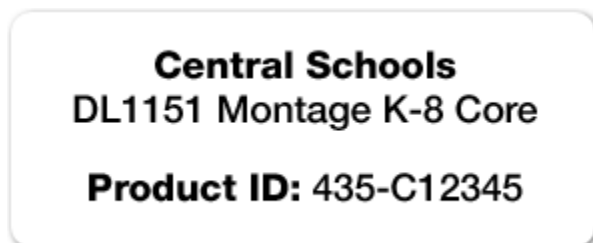
Version Number: 3.2.1

Serial Number: 001589

Activation ID:

Password:

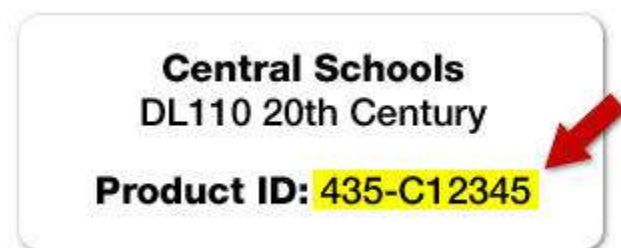
6. Enter your Activation ID and Password and hit „Activate.“ To acquire your Activation ID and Password, record the Unit ID from the screen shown, and have your Product ID from your package label handy.




Browse to the Product Support and Activation website indicated:

<http://software.safarivideonetworks.com>. You may want to launch a new browser window for this site and leave SAFARI Montage open in the previous one. You will need to return to SAFARI Montage to enter the activation ID and password.

7. **Product Support and Activation Website** - Once you have arrived at the Product Support and Activation website, select „SAFARI Montage“ from the „Activation“ menu.
8. **Product ID** - Enter your Product ID from your content package or module label and click „Next.“



9. **Agreements** - Read and agree to both license agreements by clicking the checkboxes underneath each license. You must also digitally „sign“ the license agreement by confirming your organization name and entering your name and title. Click „Next.“
10. **SAFARI Montage Customer Information** - This screen gives you the opportunity to create a login and modify your personal profile. You will need the login for future visits to the support website to access the Knowledgebase, Downloads and Service Request sections. Please make a personal record of the password you choose. When you are finished entering all pertinent information, click „Save.“
11. **SAFARI Montage Activation** - Enter the Unit ID that was displayed to you on the SAFARI Montage manual activation screen. Version Number and Serial Number should already be filled in, but you may correct them if necessary. Be sure to enter the numbers exactly as they appear on the SAFARI Montage manual activation screen. Click „Get Password.“ An activation ID and password will be generated and displayed.



**SAFARI Montage Activation**

Instructions: Enter the "Unit ID" and the "Version Number" of the software from the scheduler screen. You will then be given a Password.

User Name : jsmith

Unit ID : 25509

Version Number : 1.1.0

Serial Number (Server #, Server ID) : 00004812345

Activation ID : 504-011-000-000-120-120-101

Get Password

12. **SAFARI Montage Manual Activation** - Return to the SAFARI Montage manual activation screen. Enter or copy and paste the activation ID and password that were provided from the support website into the appropriate fields. Click „Activate.“ The product will cycle through its activation process, showing progress in real time. If you are activating a content package, you will be returned to the Content Packages screen when it is finished. If you are activating an add-on module, you will be returned to the Add-On Modules screen when the activation is complete. Confirm that the content package/module is now labeled „true“ in the Active column.
13. **If you are logged into a WAN Manager Parent Server only:** After the package is activated, you must assign the package/module to a school or schools. See the help page „WAN Manager Media and License Management“ in the WAN Manager Guide.

For further information and information about fully-automatic activation, see the Help page [„Activating Content or Add-On Modules.“](#)



For information about deactivating content or modules, see the Help page „[Deactivating Content or Add-On Modules](#).“

# Activating Content or Add-On Modules

There are three different methods to activate a SAFARI Montage content package or add-on module.

## Fully Automated Activation

This activation method requires that the SAFARI Montage server have Internet access. There is no user intervention required aside from agreement to the licenses. SAFARI Montage communicates with our remote activation servers automatically, transmitting the identifying data needed to activate your SAFARI Montage package/module(s). This method will attempt to activate all inactive content packages and modules detected within SAFARI Montage. SAFARI Montage attempts to use this method upon first-time install. If it fails, you will have the opportunity to use manual activation (see „Manual Activation“ below). This method may also be used to discover and activate add-on module content packages in the future by clicking the „Activate Content & Modules“ button in the secondary navigation menu.

1. Click „Admin“ on the SAFARI Montage header.
2. Click „Settings“ from the secondary navigation menu.
3. Click „Activate Content & Modules“ from the Settings submenu.
4. Read Digital Content License Agreement.



☐ I acknowledge that I have read the terms and conditions of the above Digital Content License Agreement and agree to be bound by them.

Organization Name:

Name:

Title:

Email:

Next »

Cancel

5. Type in site information and click „Next“ to the terms and conditions.

## Automatic Activation

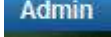
This activation method requires that the SAFARI Montage server have Internet access. You will be required to enter the Product ID from your content package/module label. SAFARI Montage

transmits this data to our remote activation servers. This method is useful in that it allows a single content package or module to be activated if there are other packages/modules that you would like to leave inactive for whatever reason.

## Manual Activation


Manual activation does not require that the SAFARI Montage server have Internet access. If the two methods above fail, you can use this method. You will be required to browse to our [product activation website](#). The activation website will require that you enter your SAFARI Montage Product ID and Unit ID. Your Product ID is affixed to a label on your product packaging.

Your Unit ID can be found in SAFARI Montage:

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Settings“ from the secondary navigation menu.
3. If you want to activate a content package, click „Content Packages“ from the Settings submenu. To activate an add-on module, „Add-On Modules“ from the Settings submenu.
4. Click the „Activation“ link next to the item you wish to activate.
5. Click the „Manual“ button.
6. Write down the Unit ID shown or leave this browser window open in the background. You will need that Unit ID at the activation site.
7. From an Internet-connected PC, browse to our [product activation website](#). Click the SAFARI Montage logo, or choose „SAFARI Montage“ from the „Activation“ menu. For full instructions, browse our [manual activation support site](#).

For more information, see the Help page „[Content Packages and Add-On Modules](#).“

# Deactivating Content or Add-On Modules

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Settings“ from the secondary navigation menu.
3. If you want to deactivate a content package, click „Content Packages“ from the Settings submenu. If you’d like to deactivate a module, click „Add-On Modules“ from the Settings submenu.
4. Click the „Activation“ link next to the content package or module that you want to deactivate.

Content Packages			
Name	Active	Expiration Date	Activation
G9729 SAFARI Montage Core 9-12 Content Pkg (MOV)		March 22, 2007	<a href="#">Activation</a>
G9741 SAFARI Montage Schlessinger K-8 Additional Content Pkg (MOV)	✓	April 7, 2009	<a href="#">Activation</a>
G9742 SAFARI Montage Schlessinger K-8 Additional Content Pkg (WMV)	✓	April 7, 2009	<a href="#">Activation</a>
G9873 SAFARI Montage Almanac Newsreel Content Pkg (WMV)	✓	April 7, 2009	<a href="#">Activation</a>
G9874 SAFARI Montage Almanac Newsreel Content Pkg (MOV)	✓	April 7, 2009	<a href="#">Activation</a>
G9881 SAFARI Montage Video Encyclopedia of the 20th Century Content Pkg (WMV)	✓	April 7, 2009	<a href="#">Activation</a>
G9882 SAFARI Montage Video Encyclopedia of the 20th Century Content Pkg (MOV)	✓	April 7, 2009	<a href="#">Activation</a>

5. Click the „Deactivate“ button.

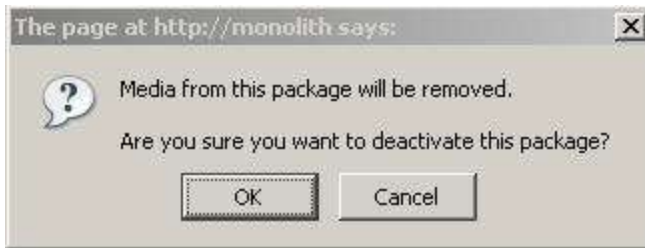
## Additional Schlessinger Media K-8 Content Package (MOV-53)

This activation method requires that the SAFARI Montage server is able to access the Internet. SAFARI Montage will transmit several numbers that identify your SAFARI Montage server and content package.

If SAFARI Montage is not able to access the Internet, click "Manual" below to switch to the manual activation process.



6. A message box will pop up asking you to verify that you want to deactivate this package. All media included in the package will be removed from your SAFARI Montage server.



7. When the deactivation is finished, there will no longer be a green check mark next to the package in the „Active“ column.

# Content Update Settings

Your SAFARI Montage server will check nightly for any content updates that your server may require. If you are eligible to receive updates, they will be downloaded according to the download schedule created.

To setup automatic content updates, perform the following:

1. Click on „Modules“ ( **Modules** ) from the SAFARI Montage header.
2. Click on „Content Update Settings“ from the left-hand navigation, under **Settings**.
3. Enable „Allow Content Updates from SAFARI Montage“ by checking the checkbox.



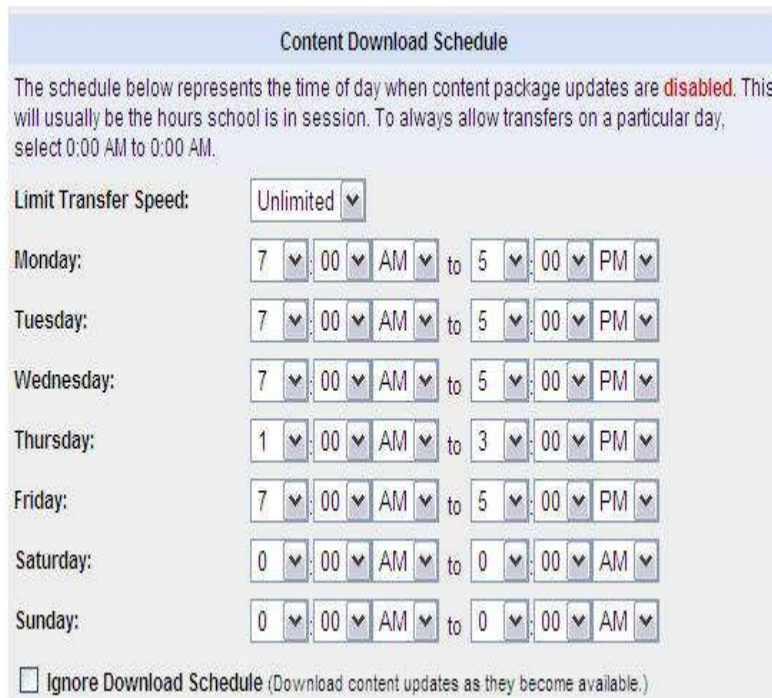
The screenshot shows the 'Content Update Settings' window. It has a green title bar. Below the title bar, there is a paragraph of text explaining that the server checks nightly for updates. At the bottom, there is a checkbox labeled 'Allow Content Updates from SAFARI Montage' which is checked.

**Content Update Settings**

Your SAFARI Montage server will check nightly for any content updates your server may require. If you are eligible to receive new media files, they will be downloaded according to the download schedule below.

☒ Allow Content Updates from SAFARI Montage

4. Set the Content Download Schedule



The screenshot shows the 'Content Download Schedule' window. It has a blue title bar. Below the title bar, there is a paragraph of text explaining that the schedule represents when updates are disabled. Below the text, there is a 'Limit Transfer Speed' dropdown set to 'Unlimited'. Then, there are rows for each day of the week (Monday through Sunday) with time range selectors (e.g., 7:00 AM to 5:00 PM for Monday). At the bottom, there is an unchecked checkbox labeled 'Ignore Download Schedule (Download content updates as they become available.)'.

**Content Download Schedule**

The schedule below represents the time of day when content package updates are **disabled**. This will usually be the hours school is in session. To always allow transfers on a particular day, select 0:00 AM to 0:00 AM.

Limit Transfer Speed: Unlimited ▼

Monday: 7:00 AM to 5:00 PM

Tuesday: 7:00 AM to 5:00 PM

Wednesday: 7:00 AM to 5:00 PM

Thursday: 1:00 AM to 3:00 PM

Friday: 7:00 AM to 5:00 PM

Saturday: 0:00 AM to 0:00 AM

Sunday: 0:00 AM to 0:00 AM

☐ Ignore Download Schedule (Download content updates as they become available.)

- a. Select a „Transfer Speed“ from the dropdown list. This represents the bandwidth to be used during the content download.

- b. Select a time frame for each day of the week. These time frame represents the times in which content updates **will not** be downloaded.
  - c. Enable/Disable „Ignore Download Schedule.“ If enabled, this will instruct SAFARI Montage to ignore the above download schedule and to download content as it becomes available.
5. Click on the „Update“ button to set the download schedule.

# Secure Sockets Layer (SSL)

## Secure Sockets Layer (SSL)

SSL is a technology that allows browser-based applications like SAFARI Montage to encrypt private data as it travels between the user's web browser and the server. If data is not encrypted in this manner, then it is transmitted in "plain text," which means there is a risk that it can be viewed by eavesdroppers using the right tools. This becomes a much greater concern with publicly exposed Internet or Extranet applications, as opposed to ones that reside behind your firewall on your LAN (Intranet). Even with Intranet applications, it is generally a wise practice to use SSL to secure certain pages where private data is entered by the user. In SAFARI Montage's case, activating SSL will secure all pages where a password is entered for example, the Login and User-Management pages. (For complete list, see [SSL-Secured Pages](#) below.)

## Encryption Types in SAFARI Montage

There are two methods of password-encryption in SAFARI Montage, a non-SSL encryption for older SAFARI Montage hardware, and true SSL encryption for new hardware.

### New Hardware

**SAFARI Montage Models:** T-420A, T-420, RM-640, RM-820, WAN-840, WAN-880X, WAN-1240

- True SSL encryption
- SSL is managed from the **Admin > Settings > SSL** page. There are five SSL Encryption schemes to choose from on this page. See "SSL Types" below.
- SSL Type is a "server-wide" setting. It applies to all schools on that server.

### Old Hardware

**SAFARI Montage Models:** T-400, RM-800, WAN-1000

- Non-SSL encryption using triple DES within Javascript. This encryption method cannot be changed.

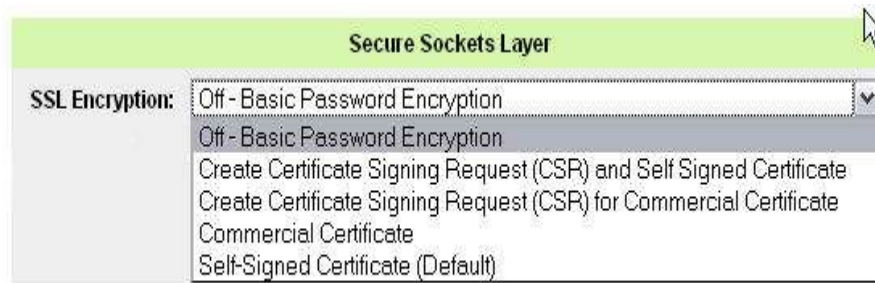
## SSL Behavior

When SSL is active on secure pages, several things will occur in the web browser:



- The browser will display an SSL icon (usually a padlock or shield) either in the Address bar or the Status bar.
- The SSL icon may be double clicked to see details about the SSL certificate, such as Certificate Authority, Encryption Level, etc.
- The browser's URL will begin with **https://** rather than **http://**.
- If the certificate in use is not signed by a trusted authority, the browser will display a warning about an untrusted certificate.

## SSL Encryption



The five SSL Encryption schemes on the **Admin > Settings > SSL** page are:

### Self-Signed Certificate (Default)



Built-In self-signed SSL certificate signed by “SAFARI Montage.” Because this certificate is not signed by a trusted certificate authority (such as VeriSign, Thawte, or Comodo), it will cause browser warnings to appear. If the user does not trust this certificate permanently, the warnings will reappear the next time the user accesses SAFARI Montage. These warnings do not mean the pages are not secure. Regardless of whether the user trusts the certificate or not, an SSL icon will still display in the browser's Address bar or Status bar indicating that these pages are still

completely encrypted. Different browsers have different ways of letting the user trust a certificate. Refer to your browser's documentation to find out more about trusting SSL certificates.

With the Self-Signed certificate type, no certificate needs to be uploaded. This certificate type is available as a convenience to organizations that do not want to pay for a commercial certificate to use while they are waiting for their commercial certificate, or simply do not mind the one-time browser warnings. Prior to selecting this Self-Signed Certificate option, it is a good idea for the Systems Administrator to send out an email to all SAFARI Montage users asking them to permanently trust the certificate when prompted. They will encounter the warning first on the Login screen.

**Note:** It is very important that you back up your Private Key and Certificate. To view your Certificate and Private Key, click on the „View“ link next to each item. A window will open with your encrypted Certificate or Private Key text in it. Copy and paste that text into text file and save them in a secure location on your computer or network. Certificates typically have a “CRT” file extension. Private Keys typically have a “KEY” or “PEM” extension.

## Commercial Certificate

The screenshot shows a window titled "Secure Sockets Layer" with a light green header. Below the header, there is a section for "SSL Encryption:" with a dropdown menu currently set to "Commercial Certificate". Below this, there is explanatory text: "If uploaded certificate was purchased from a trusted authority (VeriSign, Thawte, Comodo, etc.), the browser will not display a security warning." and "When you purchase a commercial SSL certificate, the vendor will ask you for a 'Certificate Signing Request' (CSR). To create a CSR, select 'Create Certificate Signing Request (CSR)' from the selection above." There are two rows of input fields: "Certificate:" and "Private Key:", each followed by a "Browse..." button. Below these is more text: "In order to enhance the security of the Root certificate, an intermediate certificate from which SSL certificates are signed and issued is used. An intermediate certificate is a subordinate certificate issued by the trusted root specifically to issue end-entity server certificates. The result is a certificate chain that begins at the trusted root CA, through the intermediate and ending with the SSL certificate issued to you. Such certificates are called chained root certificates." and "This is not required, but if used, select the chained certificate bundle for Apache 2.x." At the bottom, there is a "Certificate Chain:" label followed by a text input field and a "Browse..." button, and a "Save" button at the very bottom.

**Secure Sockets Layer**

**SSL Encryption:** Commercial Certificate

If uploaded certificate was purchased from a trusted authority (VeriSign, Thawte, Comodo, etc.), the browser will not display a security warning.

When you purchase a commercial SSL certificate, the vendor will ask you for a "Certificate Signing Request" (CSR). To create a CSR, select "Create Certificate Signing Request (CSR)" from the selection above.

**Certificate:**

**Private Key:**

In order to enhance the security of the Root certificate, an intermediate certificate from which SSL certificates are signed and issued is used. An intermediate certificate is a subordinate certificate issued by the trusted root specifically to issue end-entity server certificates. The result is a certificate chain that begins at the trusted root CA, through the intermediate and ending with the SSL certificate issued to you. Such certificates are called chained root certificates.

This is not required, but if used, select the chained certificate bundle for Apache 2.x.

**Certificate Chain:**

This option allows the SAFARI Montage Admin to upload a commercial SSL certificate from a commercial certificate vendor such as VeriSign, Thawte, or Commodo, or perhaps a certificate of your own. With commercial certificates from a trusted authority, there will be no browser security warnings for any users. Be aware that SSL vendors offer free SSL certificates that expire within 90 days, but these temporary certificates are not signed by the trusted authority. This means that temporary certificates from commercial SSL vendors will still cause the browser to display warnings. You must purchase a full, commercial SSL certificate if you want your users to never see any SSL warnings.

Every SSL Certificate has a corresponding Private Key that is stored on the web server. Your Private Key is generated at the same time as your “Certificate Signing Request.” See “Certificate Signing Request” below. SAFARI Montage provides you with two options with regard to the Private Key (1) uploading your own, and (2) generating one in SAFARI Montage when you create your CSR. The first method, uploading your own, would be used in cases where you have generated your CSR and Private Key outside of SAFARI Montage. The second method allows you to generate your Private Key and CSR directly in SAFARI Montage.

## **Create Certificate Signing Request (CSR) for Commercial Certificate**

**Secure Sockets Layer**

SSL Encryption: Create Certificate Signing Request (CSR) for Commercial Certificate ▾

**Certificate Signing Request**

When you purchase a commercial SSL certificate, the vendor will ask you for a "Certificate Signing Request". Most certificate vendors will require that you to paste the CSR text directly into their online form during checkout. This form allows you to generate a CSR.

**Bold fields are required.**

**Country:**  (2-letter code)

**State or Province:**  (full name)

**City or Locality:**

**Organization:**

Department or Unit:

**Domain Name:**  (of this SAFARI Montage server)

**Email:**

**Bit Length Key:**  ▾

When you click "Generate CSR", your CSR and its Private Key will be saved onto the SAFARI Montage hard drive. It will not overwrite any previously uploaded Private Keys (yet). Paste the CSR into the appropriate box on the SSL vendor's checkout page, selecting "**Apache - mod\_ssl**" as the certificate type. When your certificate arrives, return to this page and upload it. **At that point, any previously uploaded Private Key will be overwritten by the CSR's Private Key.**

Generate CSR

When you purchase a commercial SSL certificate, the vendor will ask you for a "Certificate Signing Request" (simply some lines of encrypted text). Most certificate vendors will require that you to paste the CSR text directly into their online form during checkout. The Admin page, **Admin > Settings > SSL**, allows you to generate a CSR. On that page, when you fill in the required information and click "Generate CSR," your CSR text will display and a temporary Private Key will be saved onto the SAFARI Montage hard drive. It will not overwrite any previously uploaded Private Keys (yet). Paste the CSR text into the appropriate box on the SSL vendor's checkout page, selecting "**Apache - mod\_ssl**" as the certificate type. When your certificate arrives, return to the **Admin > Settings > SSL** page and upload it. SAFARI Montage will verify that the temporary Private Key corresponds to the Certificate you are now uploading. At that point, provided the temporary Private Key and Certificate correspond, **any previously**

**uploaded Private Key will be overwritten** with the temporary Private Key. In other words, your temporary Private Key is now your active Private Key.

## Create Certificate Signing Request (CSR) and Self Signed Certificate

**Secure Sockets Layer**

SSL Encryption: Create Certificate Signing Request (CSR) and Self Signed Certificate ▼

**Certificate Signing Request**

**Bold fields are required.**

**Country:**  (2-letter code)

**State or Province:**  (full name)

**City or Locality:**

**Organization:**

Department or Unit:

**Domain Name:**  (of this SAFARI Montage server)

**Email:**

**Bit Length Key:** 1024 ▼

**Years:** 5 ▼

Create Certificate

Functions the same as Create Certificate Signing Request (CSR) for Commercial Certificate but the information is self contained on the server. This option is ideal for those not wishing to purchase a commercial SSL certificate.

## Basic Password Encryption (Off)



Basic password encryption where passwords are encrypted using Triple DES within javascript.

## Certificate Trust in Various Browsers

In each web browser brand, there are ways to trust self-signed certificates so that the security warnings no longer display.

### Internet Explorer

To eliminate the warnings and the red Address Bar in Microsoft Internet Explorer when using a self-signed certificate, you must add the certificate to the Windows “**Trusted Root Certification Authorities**” store. To do this:

1. Click the following link to the [self-signed SSL Certificate](#) on this server.
2. When prompted, select “**Open**” button and agree to any warnings or prompts.
3. Click the “**Install Certificate**” button in the tabbed dialog box that appears. Internet Explorer will inform you that you are about to install the certificate. Click “**Next**.”
4. When it asks you to select a “Store” (a location), you must manually select “**Place all certificates in the following store.**”
5. Click “**Browse...**” and select “**Trusted Root Certification Authorities.**” Again, accept any warnings that display.

Internet Explorer’s warnings and red address bar when browsing SAFARI Montage should now be eliminated.

### Firefox

Pre-3.0 versions of Firefox, when presented with an untrusted certificate, would display a dialog box with three choices: “**Accept this certificate permanently**”, “**Accept this certificate temporarily for this session**” and “**Do not accept this certificate...**” Clicking “**Accept this certificate permanently**” would cause no further warnings to display about that particular certificate.

With the release of Firefox 3.0, the process has become more elaborate (for security purposes). When the warning dialog box appears, you must manually “**Add a Security Exception**” for that certificate. It takes several clicks. Follow the prompts.

## **Safari**

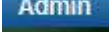
Safari displays a dialog entitled, “**Safari can't verify the identity of this website...**” To trust the certificate, click “**Show Certificate.**” In the “**Trust**” section, set “**When using this certificate**” to “**Always trust.**”

## **SSL-Secured Pages**

The following pages are secured when encryption (SSL or non-SSL) is active:

- **Login**
- **Preferences > Change Password**
- **Admin > Settings > System**
- **Admin > Settings > Users > Add User**
- **Admin > Settings > Users > Add Multiple**
- **Admin > Settings > Users > [click a username]**
- **Admin > Settings > LDAP > Add Server**
- **Admin > Settings > LDAP > Edit Server**
- **Admin > Data Recovery > Add Destination**
- **Admin > Add-On Modules > DataCasting > Share**

# Setting System Time and Time Zone

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Settings“ from the secondary navigation menu.
3. Click „Time“ from the Setup submenu.
4. Select the appropriate location from the drop down menu. Please note that changing only your system's time zone will also change your system's time settings.
5. There are two methods to set the system time for SAFARI Montage. If your SAFARI Montage server has access to the internet, you can use an internet time server to set your system's date and time. The second method on the System Time page allows you to manually enter system time by entering the year, month, day, hour and minutes in a continuous number series.
6. Click „Set.“

**Wed Mar 12 16:41:22 EDT 2008**

Warning! If you change the system time, the system may require re-activation of the content packages.  
Changing the time zone will require a restart of SAFARI Montage.  
During the restart, SAFARI Montage will not be accessible for up to 10 minutes.

**Time Zone:**

**Time Server:**

If your SAFARI Montage machine has access to the Internet, you can use an Internet time server to set your date and time. Example: ntp.nasa.gov

**System Time:**  **YYYYMMDDhhmm**

**Example: 200803121641**  
YYYY - The 4 digit year (2008)  
MM - The 2 digit month (03)  
DD - The 2 digit day (12)  
hh - The 24 hour format (16)  
mm - The 2 digit minute (41)



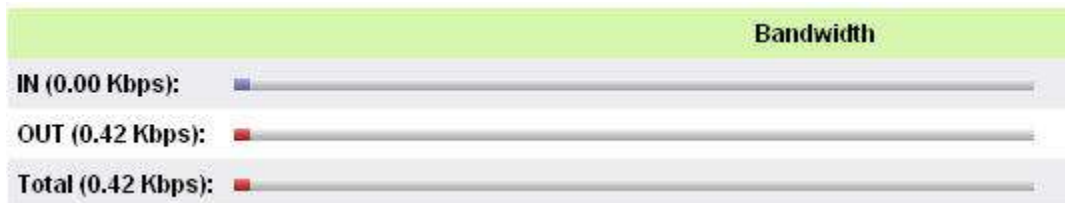
# System Diagnostics

Your SAFARI Montage server has many system diagnostic tools. To locate these helpful tools, click „Admin“ on the SAFARI Montage header and then click „Tools“ from the secondary navigation menu. Tools with the text „live“ next to them are tools that are continually refreshed with new data as you are browsing the page. You can set the refresh rate of a „live“ tool by clicking on the refresh rate settings at the top of the tool’s page.

Refresh Rate: [Static](#) | [Slow](#) | [Medium](#) | [Fast](#)

## Bandwidth (live)

The Bandwidth tab on the Tools submenu allows system administrators to monitor the bandwidth usage of their SAFARI Montage server.



## Bandwidth Restrictor

The Bandwidth Restrictor page allows you to specify the amount of bandwidth your server will use on the network.

## Connections SMB (live)

The Connections SMB tab lists the active SMB connections per hard drive of your SAFARI Montage server.

## Connections TCP (live)

The Connections TCP tab lists the remote address, connection type and number of ports for each TCP connection to your SAFARI Montage server.

TCP Connections		
Remote Address	Connection Type	Total # of Ports
172.20.50.101	http	1

## Content Packages Statistics

This page lists all of the content packages available on your server. If a content package is activated, a breakdown of providers contained in the package, a total count of titles in the package, and amount of hard drive space consumed by the content package will be displayed.

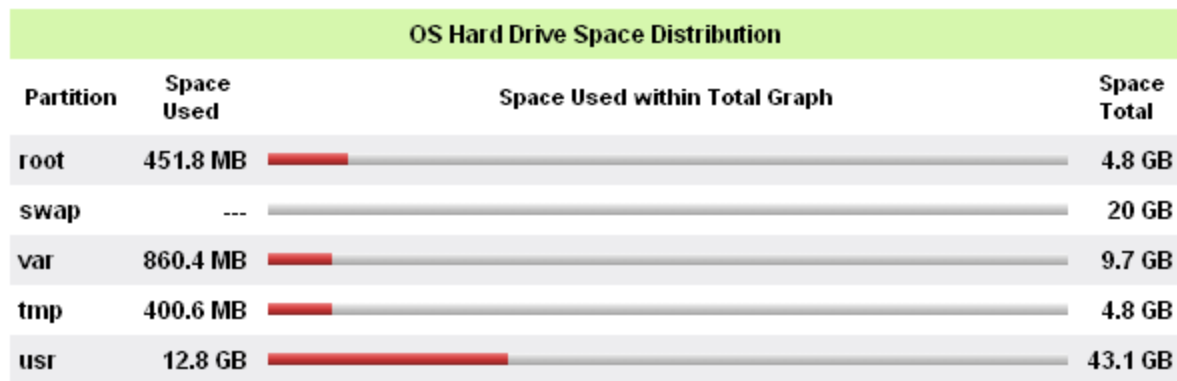
## DB Cache

Enabling database caching increases the performance of your SAFARI Montage server. The cache is updated every 20 minutes.

DB Cache	
Increases performance of the system. Cache is updated every 20 minutes.	
Use Database Cache:	<input checked="" type="checkbox"/>
Save	Clear Cache

## Hard Drive Info OS

The hard drive info tab on the Tools submenu provides information on hard drive utilization.



## Ping

The Ping tab on the Tools submenu allows system administrators to ping other network devices from the SAFARI Montage server. Enter the relevant information and hit „Ping.“

Enter IP or Host:

Enter Count:  Maximum = 10

Ping

## Reboot and Shut Down

The Reboot and Shut Down tab on the Tools submenu allows system administrators to reboot or shut down the SAFARI Montage server. SAFARI Montage can be connected to a keyboard, mouse and monitor, or it can be run as an independent appliance. If SAFARI Montage is being operated as an independent appliance, without a keyboard, mouse and monitor, use the reboot and shut down web page from within the „Admin“ section. **DO NOT** power your SAFARI Montage unit down by removing the power cord from the wall outlet, the rear of the appliance, or by holding in the power button.

**Reboot, shut down the server or reset the server to factory defaults.**

Reboot
Shut Down
Factory Defaults
Cancel

## Server Load (live)

The Server Load page reports the CPU uptime and the processes currently running on your SAFARI Montage server.

**Uptime:** 18 days, 17:40

**CPU 0 (0%):** 

**CPU 1 (0.2%):** 

### Processes:

last pid: 49374; load averages: 0.00, 0.00, 0.00 up 18+17:40:50 14:39:18  
60 processes: 1 running, 59 sleeping


Mem: 143M Active, 1400M Inact, 178M Wired, 300K Cache, 112M Buf, 1538M Free  
Swap: 10G Total, 10G Free

PID	USERNAME	PRI	NICE	SIZE	RES	STATE	C	TIME	WCPU	CPU	COMMAND
824	pgsql	96	0	15612K	2676K	select	1	176:57	0.20%	0.20%	postgres
39114	www	8	0	7068K	3496K	nanslp	1	25:03	0.00%	0.00%	transferfromparent
829	pgsql	96	0	7496K	3604K	select	0	3:03	0.00%	0.00%	postgres
830	pgsql	96	0	6556K	2612K	select	1	3:03	0.00%	0.00%	postgres
1419	root	96	0	3504K	1824K	select	0	1:20	0.00%	0.00%	nmbd
713	root	8	0	1364K	960K	nanslp	1	0:38	0.00%	0.00%	cron
666	root	96	0	2964K	1468K	select	1	0:34	0.00%	0.00%	ntpd
48504	pgsql	4	0	20936K	16452K	sbwait	0	0:28	0.00%	0.00%	postgres
924	root	96	0	45736K	8108K	select	1	0:27	0.00%	0.00%	httpd
1952	root	96	0	6308K	4088K	select	0	0:25	0.00%	0.00%	snmpd

## Server Load Averages (live)

The Server Load Averages page lists the 5 minute load average per hour for a particular date. It averages the hourly values and displays an average for the day. You can view the data for this report for today or any day in the past.

Uptime: 21 days, 1:42

Range: Wed Jul 1 2009 

Time	5 minute load average
<a href="#">midnight</a>	0.12 
<a href="#">1:00am</a>	0.10 
<a href="#">2:00am</a>	0.12 
<a href="#">3:00am</a>	0.15 
<a href="#">4:00am</a>	0.11 
<a href="#">5:00am</a>	0.15 
<a href="#">6:00am</a>	0.08 
<a href="#">7:00am</a>	0.07 
<a href="#">8:00am</a>	0.32 
<a href="#">9:00am</a>	0.28 
<a href="#">10:00am</a>	0.09 
<a href="#">11:00am</a>	0.15 
<a href="#">noon</a>	0.38 
<a href="#">1:00pm</a>	0.28 
Average...	0.17

## Software Update History

This page displays what SAFARI Montage software version is installed on your server. It also displays a link the release notes and a history of installed software updates.

Installed Version: **4.0.9** [Release Notes](#)

Software Updates Installed		
003.001.004	Upgrade to 003.001.004	July 28, 2008 05:34:37 PM
3.3.1		April 14, 2009 07:05:12 PM
4.0.9	Software Update 090413101838	April 15, 2009 11:47:03 AM

## Space Available

The Space Available page displays the size and storage space available on your SAFARI Montage server.

Storage Space Available		
Size	Space Available	Percent Available
286.4 GB	263.3 GB	91.93%

## Sync Cache Status (live)

This page lists the status of the WAN cache for syncing with remote servers and expansion servers.

Main Synchronization Storage Cache	
Current Transaction Number	2,077,086
Current Cached Transaction Number	2,077,086
Percentage Complete	100% 

Secondary Synchronization Storage Cache	
Current Transaction Number	12,760
Current Cached Transaction Number	12,752
Percentage Complete	99.94% 

## System Volumes

The System Volumes tab lists the volumes located on your SAFARI Montage server and the content packages contained on each volume.

System Volumes (local)				
Volume			Device	
24a91698-62fc-11dc-8e71-003048689b38			/da1s1.bde	
[-] Content packages: 1				
Package Name	ID	storage	count	order
SAFARI Montage CreationStation	DL103:1	✓	7	1
d93fd2d8-e159-11dc-9c38-003048689b38			/da2s1.bde	
[-] Content packages: 8				
Package Name	ID	storage	count	order
G9991 SAFARI Montage Reading Rainbow 153-Item Content Pkg (WMV)	DL083:1		0	0
G9992 SAFARI Montage Reading Rainbow 153-Item Content Pkg (QT)	DL084:1		0	0
G9873 SAFARI Montage Almanac Newsreel Content Pkg (WMV)	DL087:1		0	0
G9874 SAFARI Montage Almanac Newsreel Content Pkg (QT)	DL088:1		0	0
G9903 SAFARI Montage Schlessinger Image Library I Content Pkg	DL089:1		0	0
G9984 SAFARI Montage World Factbook Content Pkg	DL092:1		0	0
G1130 SAFARI Montage Core K-8 2007 Content Pkg (WMV)	DL151:1		1	0
G1131 SAFARI Montage Core K-8 2007 Content Pkg (QT)	DL152:1		0	0

## Traceroute

The Traceroute tab on the Tools submenu allows system administrators to trace network paths from the SAFARI Montage server. Enter the relevant information and hit „Trace.“

Enter IP or Host:

Trace

# Reporting

Various usage reports are available by clicking „Reporting“ from the Admin menu. Reports that have the word „live“ after them are reports that continually refresh themselves with live data as you are viewing them.

## Activity Log

„Activity Log“ tracks all server activity. This tool can be very helpful when trouble shooting.

Results 1 to 32 of 32			
Activity	Date	User	IP
Login Accepted Administrator Group	September 20, 2006 10:44:16 AM	Administrator (Default)	172.20.50.101
Playlist Item Added Body Systems :: Bird skeletons weigh little, since their bones are almost hollow and may contain air sacs; birds have large breast bones with keels that anchor strong wing muscles.	September 19, 2006 06:01:02 PM	jsmith	172.20.50.101
Playlist Item Added Body Systems :: In many cultures, the skeleton is used to represent death; death is the most feared card in the fortune-telling Tarot deck, and many people fear that the Grim Reaper will steal their breath away.	September 19, 2006 06:00:54 PM	jsmith	172.20.50.101
Playlist Item Added Body Systems :: Eyewitness: Skeleton	September 19, 2006 05:55:19 PM	jsmith	172.20.50.101
Login Accepted Teacher Group	September 19, 2006 05:43:56 PM	jsmith	172.20.50.101
Login Accepted Administrator Group	September 19, 2006 05:39:13 PM	Administrator (Default)	172.20.50.101
Playlist Item Added Biology - Wednesday's class :: Adventures of Robert Louis Stevenson, The	September 19, 2006 05:36:33 PM	jsmith	172.20.50.101
Playlist Item Added Abraham Lincoln :: Abel's Island	September 19, 2006 05:36:23 PM	jsmith	172.20.50.101
Login Accepted Teacher Group	September 19, 2006 05:34:35 PM	jsmith	172.20.50.101
Login Accepted Administrator Group	September 19, 2006 05:31:56 PM	Administrator (Default)	172.20.50.101

## Download Popularity

„Download Popularity“ tracks the number of times a media title was downloaded.



Download Date Range: 1 ▾ 1 ▾ 2008 ▾ - 3 ▾ 13 ▾ 2008 ▾

Publisher: All ▾

Package: All ▾

Expiration Range: 1 ▾ 1 ▾ 2007 ▾ - 1 ▾ 1 ▾ 2012 ▾

Search

Title	Package	Expiration	Downloads	Percent
Lost Odyssey 1	SAFARI Montage CreationStation		2	40%
"A Chorus Line" Sets Broadway Record - 1983	SAFARI Montage Video Encyclopedia of the 20th Century Pkg (QT-85)	1/6/11	1	20%
Into The Book 1: Using Prior Knowledge	SAFARI Montage CreationStation		1	20%
Ancient Stadium, Rhodes, Greece	SAFARI Montage Schlessinger Image Library I Pkg (JPG-89)	10/10/07	1	20%
Total:			5	

## Download by User

„Download by User“ tracks the number of times a media title was downloaded by a user.

Download Date Range: 1 1 2008 - 3 13 2008

School: All

User: All Publisher: All

Package: All








Expiration Range: 1 1 2007 - 1 1 2012

Search

Title	User	Filename	Downloaded	Downloads	IP
Into The Book 1: Using Prior Knowledge	Administrator (Default)	880rs0g5.wmv	2/6/08 11:41 am	1	172.20.50.132
Lost Odyssey 1	Administrator (Default)	dhxss7am.wmv	2/11/08 4:02 pm	1	172.20.50.136
Lost Odyssey 1	Administrator (Default)	h6aw1qnn.wmv	2/11/08 4:04 pm	1	172.20.90.100
Ancient Stadium, Rhodes, Greece	melanie	96586-expires_101007.jpg	1/10/08 10:22 am	1	172.20.50.133
"A Chorus Line" Sets Broadway Record - 1983	teacher	109509-expires_010611.wmv	3/11/08 12:54 pm	1	172.20.1.71
Total:				5	

## Hard Drive Usage (live)

The live report, „Hard Drive Usage,“ displays your servers hard drive usage by package.

This Server (002472)	
#1 SAFARI Montage Reading Rainbow Pkg (QT-84)	--
#1 SAFARI Montage Reading Rainbow Pkg (WMP-83)	--
#1 SAFARI Montage World Factbook Content Pkg (IMG-92)	--
#1 SAFARI Montage Schlessinger Image Library I Pkg (JPG-89)	0.3% 
#1 SAFARI Montage Core K-8 2007 Content Pkg (WMP-151)	21.8% 
#1 SAFARI Montage Core K-8 2007 Content Pkg (QT-152)	5.0% 
#1 SAFARI Montage Almanac Newsreel Pkg (WMP-87)	0.3% 
#1 SAFARI Montage Almanac Newsreel Pkg (QT-88)	1.1% 
#2 SAFARI Montage Reading Rainbow Pkg (WMP-83)	--
#2 SAFARI Montage World Factbook Content Pkg (IMG-92)	--
#2 SAFARI Montage Core 9-12 2007 Content Pkg (WMP-155)	17.5% 
#2 SAFARI Montage Schlessinger Image Library I Pkg (JPG-89)	0.2% 

## Logins by Failure

The „Logins by Failure“ report displays a listing of failed login attempts to your server.

Results 1 to 11 of 11							
IP	Last Reason	Last Login Try	Failure Count				
172.20.1.71	Username: melanieq User not found LDAP [10.10.1.234]: You do not have user rights on this server. LDAP [172.20.1.55]: Unable to connect to LDAP server or invalid username and password. Invalid credentials	March 6, 2008 04:49:00 PM	3				
172.20.1.71	Username: teacher4 Password incorrect LDAP [10.10.1.234]: Unable to connect to LDAP server or invalid username and password. Invalid credentials LDAP [172.20.1.55]: Unable to connect to LDAP server or invalid username and password.	March 6, 2008 03:01:55 PM	1				
172.20.50.133	Username: melanie User not found LDAP [10.10.1.234]: Unable to connect to LDAP server or invalid username and password. Invalid credentials LDAP [172.20.1.55]: Unable to connect to LDAP server or invalid username and password. Inv	February 28, 2008 09:08:13 AM	5				

## Logins by IP

„Logins by IP“ shows a listing of login attempts to your server by user IP address.

Results 1 to 50 of 87							
IP	User	Last Login	Login Count				
172.20.1.71	qi, melanie	March 12, 2008 11:39:59 AM	7				
172.20.1.71	Administrator, Default	March 11, 2008 05:36:15 PM	11				
172.20.1.71	foell, angela	March 11, 2008 12:57:01 PM	2				
172.20.1.71	student, student	March 11, 2008 12:52:39 PM	1				

## Logins by School (live)

The live report, „Logins by School,“ shows a listing of users currently logged on in each school.

## Logins by Time (live)

This live report tracks the number of users logged on to your server by time. As a default, it displays the number of users logged in on an hourly basis for the last 24 hours.

<a href="#">Last 30 Minutes</a>	<a href="#">Last 60 Minutes</a>	<a href="#">Last 24 Hours</a>	<a href="#">Last 48 Hours</a>	<a href="#">Last 7 Days</a>
<a href="#">Last 30 Days</a>	<a href="#">Last 6 Months</a>	<a href="#">Last 12 Months</a>	<a href="#">Last 24 Months</a>	
Last 24 Hours # of Users				
11 am	--			
10 am	1		1	
9 am	1		1	
8 am	--			
7 am	--			
6 am	--			
5 am	--			
4 am	--			
3 am	--			
2 am	--			
1 am	--			

## Playbacks by Media (live)

The „Playbacks by Media“ live report breaks down the media playbacks by the type of media for a specified time period. As a default, the report displays playbacks by media for the last 24 hours. In the example below, the report is displaying the playbacks by media type for the last 7 days.

[Last 30 Minutes](#) | [Last 60 Minutes](#) | [Last 24 Hours](#) | [Last 48 Hours](#) | [Last 7 Days](#) | [Last 30 Days](#) | [Last 6 Months](#) | [Last 12 Months](#) | [Last 24 Months](#) | [Last 5 years](#)

Last 7 Days	Quicktime	Windows Media	H.264 Low	H.264 High	H.264 HD	Other	
--	--	--	--	--	--	--	
--	--	--	--	--	--	--	
August 27	127	3	0	0	0	3	133
August 26	35	41	0	0	0	14	90
August 25	2	20	0	0	0	1	23
--	--	--	--	--	--	--	
August 22	0	27	0	0	0	0	27

## Playbacks by Package

The „Playbacks by Package“ report lists media titles that have been played within each content package on SAFARI Montage.

Results 1 to 3 of 3						
Title	Media Type	Player Used	Count			
SAFARI Montage Core K-12 Dual Content Pkg Volume 1 (WMP-69)						
Prehistoric America: Edge of the Ice	video	Windows Media Player	1	33.33%		
SAFARI Montage Core K-12 Dual Content Pkg Volume 1 (QT-72)						
Abel's Island	video	Windows Media Player	1	33.33%		
Eyewitness: Skeleton	video	Windows Media Player	1	33.33%		
					The total play count is 3	

## Playbacks by School

The „Playbacks by School“ report lists media titles that have been played within each school on your SAFARI Montage server. Use the list of schools at the top to display the report for a different school.

Select the school you wish to display.

123 School

Results 1 to 14 of 14





Title	Last Played	Count	
<a href="#">""Peep Feet""</a>	August 27, 2008 03:54:33 PM	3	1.11%
<a href="#">Bill Nye Evolution</a>	August 27, 2008 10:14:48 AM	3	1.11%
<a href="#">Into The Book 1: Using Prior Knowledge</a>	August 26, 2008 05:01:37 PM	3	1.11%
<a href="#">8-26 Quick Time video</a>	August 26, 2008 02:58:01 PM	4	1.48%
<a href="#">Audio10 to test</a>	August 26, 2008 02:57:14 PM	2	0.74%
<a href="#">Video4</a>	August 26, 2008 02:44:13 PM	1	0.37%
<a href="#">Bird on Boat</a>	August 26, 2008 12:16:47 PM	1	0.37%
<a href="#">Audio11 to test</a>	August 26, 2008 02:13:43 PM	1	0.37%

## Playback by Time (live)

The „Playback by Time“ live report lists the number of plays each hour.

[Last 30 Minutes](#) | [Last 60 Minutes](#) | [Last 4 Hours](#) | [Last 24 Hours](#)

Last 24 Hours	# of Plays	
Current hour	2	
Last hour	--	
2 hours ago	--	
3 hours ago	--	
4 hours ago	--	
5 hours ago	--	
6 hours ago	--	
7 hours ago	--	
8 hours ago	--	
9 hours ago	--	
10 hours ago	--	
11 hours ago	--	
12 hours ago	--	
13 hours ago	--	
14 hours ago	--	
15 hours ago	--	
16 hours ago	--	
17 hours ago	--	
18 hours ago	--	
19 hours ago	--	
20 hours ago	--	
21 hours ago	1	
22 hours ago	--	
23 hours ago	--	
24 hours ago	--	

## Playback by User

This report displays the number of plays for users in a school. Use the list of schools at the top to display the report for a different school.

Select the school you wish to display.

123 School

Results 1 to 5 of 5				
User		Last Played	Count	
<a href="#">Administrator (Default)</a>		August 27, 2008 03:54:33 PM	3	1.11%
<a href="#">madhavi</a>		August 27, 2008 10:14:48 AM	6	2.21%
<a href="#">dharma</a>		August 26, 2008 02:58:01 PM	4	1.48%
<a href="#">madhu</a>		August 26, 2008 12:16:47 PM	7	2.58%
<a href="#">Madhavi</a>		August 26, 2008 11:07:22 AM	9	3.32%

## Playback Details

„Playback Details“ allows administrators to search usage reports by a specific date range.

Select the range you wish to search.

From (

1

1

2003

) to (

9

20

2006

)

Update

Results 1 to 3 of 3

Regular

FullScreen

Total

Title: **Prehistoric America: Edge of the Ice**

Last Played: September 20, 2006 02:57:24 PM

Content Package: SAFARI Montage Core K-12 Dual Content Pkg Volume 1 (VMP-69)

# of Plays:

1

---

1

33.33%

Title: **Eyewitness: Skeleton**

Last Played: September 20, 2006 02:57:09 PM

Content Package: SAFARI Montage Core K-12 Dual Content Pkg Volume 1 (QT-72)

# of Plays:

1

---

1

33.33%

Title: **Abel's Island**

Last Played: September 19, 2006 05:36:20 PM

Content Package: SAFARI Montage Core K-12 Dual Content Pkg Volume 1 (QT-72)

# of Plays:

1

---

1

33.33%

The totals are...

3

---

3

## Usage Data

„Usage Data“ allows administrators to run several specific specialized DB extraction queries. The DB extraction queries include:





- Total Plays (Month)
- Total Plays (Month, Content Package)
- Total Plays (Month, Content Package, School)
- Total Plays (Month, School)
- Total Plays (Month, School, User)
- Total Plays (Month, School, User, Title)
- Total Plays Last Month
- Total Plays Last Month (Content Package)
- Total Plays Last Month (Content Package, School)
- Total Plays Last Month (School)
- Total Plays Last Month (School, User)
- Total Plays Last Month (School, User, Title)
- Full Export (up to 5 years)
- Full Export Last Year
- Full Export Last Month

If you have the SAFARI Montage Managed Home Access feature installed, then you will also see the following:

- Total Home Access Plays
- Total Home Access Plays (Month)
- Total Home Access Plays (Month, Content Package)
- Total Home Access Plays (Month, Content Package, School)
- Total Home Access Plays (Month, School)
- Total Home Access Plays (Month, School, User)
- Total Home Access Plays (Month, School, User, Title)
- Total Home Access Plays Last Month
- Total Home Access Plays Last Month (Content Package)
- Total Home Access Plays Last Month (Content Package, School)
- Total Home Access Plays Last Month (School)
- Total Home Access Plays Last Month (School, User)
- Total Home Access Plays Last Month (School, User, Title)

# Restricting Access to Packaged Content Titles

System Administrators can restrict access to a particular title included in distributed content packages by completing the following steps.

1. Click „Search“ on the SAFARI Montage header. 
2. Locate the media that needs to be restricted by using the standard search feature.
3. Click the permissions icon on the title’s detail page. 
4. From the „Grant Permissions To“ drop down box, select „All“ to grant permissions to all users or select „User Types“ to grant permission to specific users.
5. If you selected to grant permissions to user types, put a check mark in the boxes next to all of the user types you want to grant permissions to. By selecting only „Administrator,” this title will only be viewable by logins within the Administrator group. If you choose „Teacher (w/Upload)” and „Teacher,” this title will be viewable by logins within the Teacher (w/Upload) group or the Teacher group.

**Permissions**

**Grant Permissions To:** User Types ▼

Administrators and the content creator have full access by default.

User Types	Viewable By
Administrator	<input checked="" type="checkbox"/>
Teacher (w Upload)	<input type="checkbox"/>
Teacher	<input type="checkbox"/>
Student	<input type="checkbox"/>
Parent	<input type="checkbox"/>

[All](#) | [None](#)

6. Hit the „Save“ button. The media title will now only be viewable by logins belonging to the groups specified.

**NOTE:** Administrators have full access by default.

# SNMP

Montage is an SNMP-enabled device. An SNMP agent is running on Montage that provides some standard SNMP system monitoring data to an SNMP management application.

There are thousands of SNMP management applications, each having very different ways of aggregating and displaying SNMP data, and many are very elaborate. Outlining the specific configuration processes of individual SNMP applications is beyond the scope of this article. The intent of this article is to provide some of the system monitoring information that can be gathered from Montage by an SNMP application. This article assumes you are familiar with network monitoring via SNMP and familiar with terms such as „Community String,“ „Management Information Base“ (MIB), and „Object Identifier“ (OID).

SAFARI Montage provides read-only access via the SNMP V1 and V2c protocols. The Community String you will enter into your SNMP management application is „public.“

We do not publish or maintain a MIB specific to SAFARI Montage. It is left as an exercise for the Systems Administrator to choose which data they are interested in.

The four general MIBs that encompass the OIDs accessible on a SAFARI Montage server:

- **HOST-RESOURCES-MIB**
- **RFC1213-MIB**
- **SNMPv2-MIB**
- **SNMPv2-SMI**

Open each of these MIBs and you will see over 1,300 OIDs available. Some examples of monitoring data provided:

- **System Information** (Contact, Location, Name, etc.)
- **Uptime**
- **Network Interfaces**
- **Partitions** (Drive Capacities and Usage)
- **Memory**
- **Processes**
- **Sockets**
- **Network Connections**

There are two objects specific to the SAFARI Montage software (rather than the hardware or OS):

- **syscontact** - Email address of the Montage Admin user

- **syslocation** - The „Server Name“ field on the „System Settings“ page in the Montage Admin. This is simply a short name that the Admin can give to the server.

Most SNMP applications will have a search feature if you need to find the above OIDs.

# APC UPS Monitor

## Supported Models

SAFARI Montage supports the following APC UPS USB Models:

APC Model	UPS Type	UPS Cable	Status
SmartUPS, SmartUPS VS (It has not been confirmed that the cable shipped with the VS is a 940-0095.), PowerStack 450, Matrix UPS, ShareUPS Advanced Port	apcsmart	smart (note: using Smart-Custom), 940-0024C	Supported
BackUPS CS USB, Pro USB, ES USB, RS/XS 1000, RS/XS 1500, and probably other USB models	usb	usb (note: using APC cables 940-0127A/B/C)	Supported in version >=3.9.8

## Before you begin:

- Ensure that the Customer is running SAFARI Montage 2.3.10 or higher.
- Ensure that the Customer's UPS is an APC UPS USB device and is listed in the „Supported Models“ table above.
- Ensure that the Customer has properly connected the USB cable from the APC UPS to the SAFARI Montage server.
- Determine whether or not the Customer's server requires a rebuild of the kernel:
  - **Kernel Rebuild Required:** If a customer has an older, 30GB OS partition hard drive, they will receive this message when they click on Admin>Tools>APC UPS Monitor. Proceed to Step I: Rebuilding the Kernel.

## Admin • Tools • APC UPS Monitor



**APC UPS Monitor is not installed.**

**Please call Tech Support to setup APC UPS Monitor.**

- **Kernel Rebuild Not Required:** If a customer has a newer, 80GB OS partition hard drive, they will receive this message when they click on Admin>Tools>APC UPS Monitor. Proceed to Step II: Installing APC UPS Monitor.

## Admin • Tools • APC UPS Monitor

Active Playlist [5 items]: [The Iroquois](#)



**APC UPS Monitor is not installed.**

**Fill out the info below and click 'Install APC UPS Monitor.'**

**A UPS device attached via USB has been detected. This SAFARI Montage machine can be configured as a Primary server.**

(Note: When there is a power failure, the APC UPS Monitor will shutdown the UPS after the server is safely shutdown.)

**APC UPS Monitor Properties**

Monitor Configuration:

Battery Threshold:

## Step I: Rebuilding the Kernel

If the Customer has one of the 2007 80GB OS partition drives, go to the next step, otherwise, you must rebuild the kernel.

1. **cd /usr/src/sys/i386/conf**
2. Perform a ls on the directory.
3. Edit or vi one of the following files: MONTAGE or MONTAGESMP. Under the „USB support“ section, search for the line that looks like this:  
**device uhid #Human Interface Devices**

If there is a # in front of device, leave it alone. If there is not a # in front of device, place one there and save the file.

4. **cd /usr/src**
5. If you modified the MONTAGE file, enter:  
**make buildkernel KERNCONF=MONTAGE**

If you modified the MONTAGESMP file, enter:

**make buildkernel KERNCONF=MONTAGESMP**

6. If you modified the MONTAGE file, enter:  
**make installkernel KERNCONF=MONTAGE**

If you modified the MONTAGESMP file, enter:

**make installkernel KERNCONF=MONTAGESMP**

7. Reboot the server to initialize the new kernel.
8. After reboot, verify that the UPS is attached to ugen by entering:

**dmesg | grep -i ups**

If the result indicates the UPS is attached to both ugen0 and uhid0, shut the machine down and then power it on, and repeat this step.

## Step II: Installing APC UPS Monitor

Have the customer perform the following steps:

1. Choose Primary Monitor Configuration (the SAFARI Montage server must be directly connected to the APC UPS via USB).
2. Select the battery threshold at which the Monitor engages and powers down the server.
3. Click „Install APC UPS Monitor.“

The server is now configured to be the Primary Monitor, and will be powered down safely once the battery level of the APC UPS reaches the Battery Threshold level.

# School News with CreationStation™

If your server has the CreationStation add-on module installed, users with administrator privileges can upload media into CreationStation and appropriate the uploaded media to „School News.“ Upon upload, items designated as „School News“ are automatically shared and scheduled to be distributed to all schools throughout the district. Each time a user logs in to SAFARI Montage, the most recent unviewed School News item will automatically play in the media player on the Dashboard.

**Title:**  

**Media Type:** Video  
**Running Time:** 1 hr 27 min 59 sec  
**Media Format:**  (Uploaded File: 1600\_Pennsylvania\_Avenue\_00001.AA.wmv)

Descriptive Information

Rights Management

Licensed Media

**Expiration:**

**Never Expires:** ☒

--- OR ---

**Month:**

▼

**Day:**

▼

**Year:**

**Downloadable:**

☐

(Others may save this media to their personal computers.)

**Share:**

☒

Permissions (Shared media only.)

(Allow others in your school to view this item.)

**Home Access:**

☐

(Make uploaded files available for home access.)



**School News:**

☒

Media items tagged as School News are listed in the „School News“ panel on the Dashboard.

My Media

School News

 [Holiday News](#) (1 hr 27 min 59 sec) 


[more school news »](#) [more »](#)



For more information about uploading media into CreationStation see the „Uploading Media into CreationStation™“ Help page.

# Sharing CreationStation™ Media with District

If your server has the CreationStation add-on module installed, users having administrator rights in a WAN environment have the ability to share media uploaded into CreationStation with their district.

1. Click on „Modules“ on the SAFARI Montage header. 
2. You are now on the CreationStation Search Homepage. Search for the media title you want to edit.
3. Click the „Edit“ button under the Add/Play buttons.



4. The „Edit Media Info“ screen automatically opens. To allow others in your district to view this item, check the „Share to District“ checkbox. Media shared with the district will bypass the approval queue.

Descriptive Information   **Rights Management**   Licensed Media

**Expiration:**

Never Expires: ☒ --- OR ---

Month:     Day:     Year:

**Downloadable:** ☐ (Others may save this media to their personal computers.)

**Share:** ☒ Permissions Administrators and the content creator have full access by default.  
(Allow others in your school to view this item.)

**Share to District:** ☒ (Allow others in your district to view this item. Media will bypass the approval queue.)

**Auto-Distribute:** ☐    
(Media will pass to other SAFARI Montage servers in your district.)

**School News:** ☐

5. (optional) You can also assign a priority to distribute the media title to other servers in your district by checking the „Auto-Distribute“ checkbox and selecting a distribution priority level.

Descriptive Information   **Rights Management**   Licensed Media

**Expiration:**

Never Expires: ☒ --- OR ---

Month:     Day:     Year:

**Downloadable:** ☐ (Others may save this media to their personal computers.)

**Share:** ☒ Permissions Administrators and the content creator have full access by default.  
(Allow others in your school to view this item.)

**Share to District:** ☒ (Allow others in your district to view this item. Media will bypass the approval queue.)

**Auto-Distribute:** ☒    
(Media will pass to other SAFARI Montage servers in your district.)

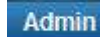
**School News:** ☐

6. Hit the „Save Media Info“ button when changes are complete.

# Personalize Login Screen

You can personalize your SAFARI Montage server by uploading a logo image that will display on your login screen.

1. Click „Admin“ on the SAFARI Montage header.
2. Click „Settings“ from the secondary navigation menu.
3. Click „Login Screen“ from the Settings submenu.
4. Click „Browse“ and navigate to an image file on your machine or network.
5. Click the „Upload“ button.

A blue rectangular button with the word "Admin" in white text.A form for uploading a login screen image. It includes a text input field for the image path, a "Browse..." button, and an "Upload" button. Below the input field, it specifies the allowed format (GIF, JPEG), the maximum file path length (200 characters), and the maximum image size (400 x 120 pixels).

**Upload Image:**

**Format:** GIF, JPEG

**Maximum File Path:** 200 characters

**Maximum Size:** 400 x 120 pixels

# Whiteboard Integration

## Overview

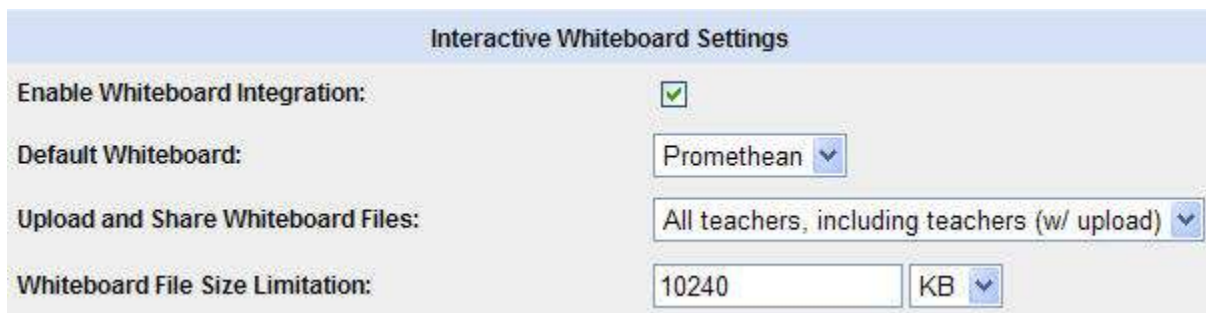
The SAFARI Montage Whiteboard Integration module allows you to upload whiteboard media into CreationStation™.

## Setup

Please note, you must have Administrator privileges to change settings for Whiteboard Integration.

### If your SAFARI Montage server is part of a WAN environment:

1. Log into the WAN parent server as an administrator.
2. In the „Admin“ section of SAFARI Montage, click „WAN Manger“ from the Admin Tools left nav.
3. Select „Schools“ from the „WAN Manager“ submenu.
4. Click the name of the school that you want to modify interactive whiteboard settings for.
5. The „Interactive Whiteboard Settings“ portion of the school settings page allows you to alter the following settings for your school.
  - **Whiteboard Integration** - Allows upload of whiteboard files.
  - **Upload and share Whiteboard Files** - All teachers or only teachers w/upload can upload and share whiteboard media.
  - **Whiteboard file size limitation** - Changes the maximum file size limit for uploaded whiteboard files.



The screenshot shows a web form titled "Interactive Whiteboard Settings". It contains four rows of settings:

Interactive Whiteboard Settings	
Enable Whiteboard Integration:	<input checked="" type="checkbox"/>
Default Whiteboard:	Promethean ▼
Upload and Share Whiteboard Files:	All teachers, including teachers (w/ upload) ▼
Whiteboard File Size Limitation:	10240 KB ▼

6. Click „Update.“

### If your SAFARI Montage server is a standalone server:

1. Log into your server as an administrator.
2. In the „Admin“ section of SAFARI Montage, click „Settings“ from the Admin Tools left nav.

3. Select „System“ from the „Settings“ submenu.
4. The „Interactive Whiteboard Settings“ portion of the system settings page allows you to alter the following settings for your school.
  - **Whiteboard Integration** - Allows upload of whiteboard files.
  - **Upload and share Whiteboard Files** - All teachers or only teachers w/upload can upload and share whiteboard media.
  - **Whiteboard file size limitation** - Changes the maximum file size limit for uploaded whiteboard files.

Interactive Whiteboard Settings	
Enable Whiteboard Integration:	<input checked="" type="checkbox"/>
Default Whiteboard:	Promethean ▼
Upload and Share Whiteboard Files:	All teachers, including teachers (w/ upload) ▼
Whiteboard File Size Limitation:	10240 KB ▼

5. Click „Update.“

# Add/Edit Destination

## Adding a Destination

The first step in backing up your SAFARI Montage data is adding a backup destination. To add a destination, click the “Add Destination” button under the Data Recovery menu in the left navigation menu. The form shown below will display. Fill in the form fields to point to a SAMBA or Windows file share on your network. Click the “Add Destination” button to add the destination to your backup destinations list. As soon as you click “Add Destination”, the backup system will attempt to connect to the destination to verify its validity.

Add Backup Destination	
<b>Destination Name:</b>	<input type="text" value="Corona"/> <small>Example: Backup Dest 1</small>
<b>Remote Machine Name:</b>	<input type="text" value="corona"/> <small>Example: BackupServer</small>
<b>Remote IP or Hostname:</b>	<input type="text" value="192.168.1.154"/> <small>Example: 192.168.0.1 or backup.school.edu</small>
<b>Remote Share Name:</b>	<input type="text" value="CreationBackup"/> <small>Example: BackupShare</small>
<b>Domain (if applicable):</b>	<input type="text" value="MYDOMAIN"/>
<b>User Name:</b>	<input type="text" value="BackupUser"/>
<b>Password:</b>	<input type="password" value="*****"/>
Backup Dest 1 is \\192.168.0.1\\BackupShare	

Remote destinations must be SAMBA or Windows file shares with at least 2 GB free.

[Add Destination](#)

- **Destination Name:** Your personal name for this backup destination. Destination Name can be anything you prefer. It does not affect the connection to the remote share.
- **Remote Machine Name:** The name of the destination machine on your network. This name should **not** be prefixed with double backslashes (\\) or foreslashes (/).
- **Remote IP or Hostname:** The IP address on the destination machine. The IP is used if the name resolution for Remote Machine Name fails. A fully qualified hostname can also be used here, for example, backup.yourschool.edu.
- **Remote Share Name:** The name of the share on the remote (destination) machine. Make sure the remote share has granted read, write, and delete permissions to the specified user.
- **Domain:** If the permissions on the remote share use a domain user account, you must specify that domain here. To use a local user account on the backup destination, you may leave this field blank.



- **User Name:** The user account used to connect to the remote share.
- **Password:** The password of the user account used to connect to the remote share.

# Backup

## Backing Up

The Backup page allows you to manually back up your data or media files at any time.

To begin a manual backup, choose one or more target destinations by clicking its checkbox in the left-hand column of the Backup Destinations table. Set the “Data Only” and “Keep Previous” drop-downs accordingly and click the “Back Up” button.

## What is Backed Up

### Data

Playlists  
Recent Searches  
User Accounts  
User Dashboards

### Uploaded Media Files

(CreationStation™ module only)

Audio  
Images  
Video  
Flipcharts

**Destination is included in backup.**

Backup Destinations				
<input type="checkbox"/>	Destination Name	Drive Size	Free Space	Percent Free
<input type="checkbox"/>	Lepton	368.5 GB	221.9 GB	60.21%
• Backups (no backups found)				
<input checked="" type="checkbox"/>	Singularity	56.2 GB	34.8 GB	61.83%
• Backups				
			Date	Space Used
	Backup		March 30, 2006, 3:22 pm	3.8 MB
	Backup		March 30, 2006, 3:23 pm	3.8 MB
	Default backup		March 31, 2006, 3:49 pm	3.8 MB
<input type="checkbox"/>	Boson	2 GB	---	0.00%
• Backups (no backups found)				

**Previous backups**

**Default backup is overwritten when Keep Previous is disabled.**

SAFARI Montage Personal Content				
Data Space	File Space	Space Needed	Destination Free Space	Will it Fit?
43.3 MB	4.2 GB	4.2 GB	34.8 GB	Yes

Data Only

Keep Previous

Overwrites backups labeled "Default backup."

#### Items Backed Up

##### Data

- Playlists
- Recent Searches
- User Accounts
- User Dashboards

##### Uploaded Media Files

- Audio
- Images
- Video

**Will backup fit on destination(s)?**

Back Up

**Both personal data and uploaded media files are being backed up.**

## Data Only

Customers who have CreationStation™ installed will also see a drop-down for "Data Only." The Data Only drop-down lets you select between backing up only personal data or both personal data and uploaded media files. The personal data backed up is playlists, recent searches, user accounts, and user dashboards. If you have CreationStation installed, and you set the Data Only drop-down to "No," all uploaded video, audio, and image files will also be backed up.

## Keep Previous

The “Keep Previous” drop-down allows you to select whether to retain prior backups or overwrite the most recent backup. If Keep Previous is set to “Yes,” a new backup will be created on the selected destination. If Keep Previous is set to “No,” the backup labeled, “Default backup,” will be overwritten. If your default backup is not on your target destination and you set Keep Previous to “No,” the system will still remove the default backup from the former destination. In other words, the system obeys the “Keep Previous” setting regardless of where the default backup is located.

## Spanning Destinations

Activating more than a single destination checkbox allows you to span the backup across multiple destinations. During a multi-destination backup, when the first destination fills up, the backup will continue on the second destination, and so on, filling each destination up in sequence. Because a hard drive filled to 100% capacity can cause instability on the target system, the backup system does not fill the target drive(s) completely. The system will leave 2 GB of free space on each target destination.

## Editing Destinations

To edit a destination, click the “edit” link at the right-hand side of its row. The Edit Destination page will appear allowing you to edit the title, server name, IP address, backup share name, and login credentials.

## Deleting Destinations

To delete a destination, click the “delete” link at the right-hand side of its row. A dialog box will display to confirm deletion. **Important:** Deleting a destination does not delete the backup files that reside there. You may reassociate backups in the future by creating a destination and pointing it to that same location.

## Deleting Backups

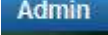
To delete a backup, click its “delete” link. A confirmation box will display. Deleting a backup will delete all files associated with that backup—data and media.

## **Space Calculations**

The size calculations on the page indicate how much space remains on each destination, as well as estimated space required for your backup. The “Data Space” total is an estimate of how much space your personal data will consume. If the SAFARI Montage CreationStation module is installed, the “File Space” total indicates the total space needed to back up all of your uploaded video, audio, and image files. As you change the Data Only selection, the File Space estimation will appear or disappear and the “Space Needed” and “Will it Fit?” metrics will change accordingly. Please note that these space calculations are “safe estimates” with some overhead added. The physical space consumed on the destination drive will likely be less.

# Backup Schedule

The Backup Schedule area allows you to schedule backups to occur automatically on a weekly basis. You may set the backup to occur any day of the week, at any time. If you have the SAFARI Montage CreationStation™ module installed, you may also back up your uploaded media content in addition to your personal data.

1. Click „Admin“ on the SAFARI Montage header. 
2. Click „Data Recovery“ from the secondary navigation menu.
3. Click „Backup Schedule.“
4. Place a checkmark next to the destinations you wish to schedule. Set the „Active“ drop-down to „Yes.“ Set scheduling options as desired and click „Save.“

Backup Destinations			
Destination Name	Drive Size	Free Space	Percent Free
<input checked="" type="checkbox"/> bishop	368.5 GB	163.6 GB	44.40%
<a href="#">edit</a> <a href="#">delete</a>			
▪ <a href="#">Backups</a>			

▪ Destination must have a minimum of 2 GB free.

Backup Schedule			
Active	Week Day	Hour of Day	Data Only
<input type="checkbox"/> No	<input type="text" value="Sunday"/>	<input type="text" value="1 am"/>	<input type="checkbox"/> No
<input type="button" value="Save"/>			

## Items Backed Up

### Data

- Playlists
- Recent Searches
- User Accounts
- User Dashboards

### Uploaded Media Files

- Audio
- Images
- Video

## Scheduling an Auto-Backup

To schedule an auto-backup, choose one or more target destinations by clicking its checkbox in the left-hand column of the Backup Destinations table. In the Backup Schedule table, set the “Week Day” and “Hour of Day” drop-down boxes to indicate when you would like the backup to occur. Customers who have CreationStation™ installed will also see a drop-down for “Data Only.” The Data Only drop-down lets you select between backing up only personal data or both personal data and uploaded media files. The personal data backed up is playlists, recent searches, user accounts, and user dashboards. If you have CreationStation installed, and you set the Data

Only drop-down to “No,” all uploaded video, audio, and image files will also be backed up. To schedule the auto-backup, set the Active drop-down box to “Yes” and click the Save button.

Please see the screenshot below for further information.

**Destination is included in auto-backup.**

Backup Destinations					
	Destination Name	Drive Size	Free Space	Percent Free	
<input type="checkbox"/>	Lepton	2 GB	25.6 MB	1.22%	<a href="#">edit</a> <a href="#">del</a>
• Backups (no backups found)					
<input checked="" type="checkbox"/>	Singularity	56.2 GB	36.7 GB	65.34%	<a href="#">edit</a> <a href="#">del</a>
• Backups					
		Date		Space Used	
Backup		March 30, 2006, 3:22 pm		3.8 MB	<a href="#">del</a>
Backup		March 30, 2006, 3:23 pm		3.8 MB	<a href="#">del</a>
Default backup		March 30, 2006, 3:21 pm		3.8 MB	<a href="#">del</a>
<input type="checkbox"/>	Boson	2 GB	25.6 MB	1.22%	<a href="#">edit</a> <a href="#">del</a>
• Backups (no backups found)					
Totals...		60.3 GB	36.8 GB	60.98%	

**Previous backups**

**Default backup is overwritten during an auto-backup.**

Backup Schedule			
Active	Week Day	Hour of Day	Data Only
No	Wednesday	1 am	Yes

[Save](#)

**This auto-backup is currently off.**

**Items Backed Up**

**Data**

- Playlists
- Recent Searches

**Only personal data is being backed up, not media uploaded to CreationStation.™**

## Spanning Destinations

Activating more than a single destination checkbox allows you to span the auto-backup across multiple destinations. During a multi-destination backup, when the first destination fills up, the backup will continue on the second destination, and so on, filling each destination up in sequence. Because a hard drive filled to 100% capacity can cause instability on the target system,

the backup system does not fill the target drive(s) completely. The system will leave 2 GB of free space on each target destination.

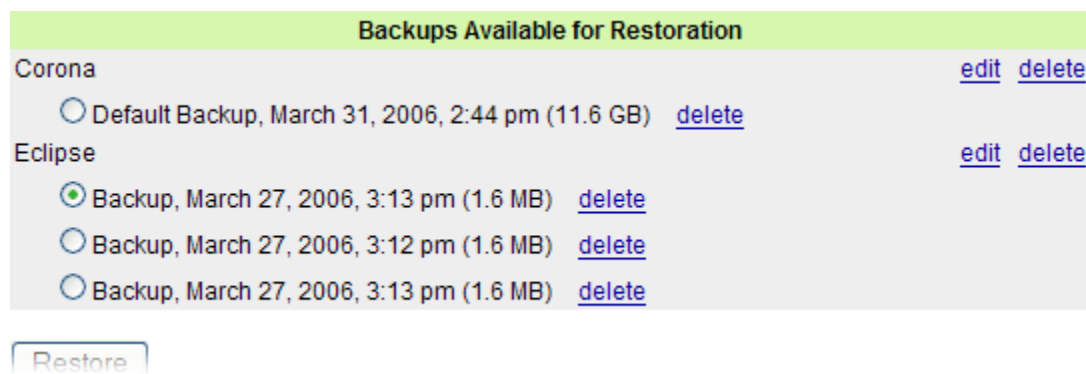


# Restore

## Restoring Backups

To restore a backup, select its radio button and click the “Restore” button. A dialog box will appear confirming your decision to restore that backup. Restoring a backup will overwrite all existing personal data and personal content in your SAFARI Montage system. Your existing licensed content packages will not be overwritten.

You may also delete destinations and backups from this page. See the „[Backup](#)“ Help page for more information on deleting destinations and backups.



## What is Restored

Backup restoration will overwrite all existing personal data in your SAFARI Montage system. This includes dashboards, playlists, recent searches, user accounts, and for CreationStation™ users that selected a full backup (rather than “Data Only”), all uploaded video, audio, and image files. For CreationStation users, if the backup being restored was “Data Only,” any media files that still exist since that backup took place will remain available in SAFARI Montage. Any media that was deleted since that backup will appear in search results but will not play. For these records, you must upload a media file again, or delete the entire item and add it again.

## Restoring to a New System

Always follow this sequence to restore backups into a new system.

1. Install and activate all content packages.
2. Restore your backups.

Do not restore your backups prior to reinstalling and activating content. Unpredictable results can occur.

